

Raglan Community Council
Minutes of the Annual General Meeting held on Wednesday
22 May 2024 Fellowship Centre, Usk Road, Raglan
at 7.00 pm

Present

Cllr Hazel Davies
Cllr Penny Jones
Cllr Richard Moorby

Cllr Nick Ramsay (Chair)
Cllr Martine Dorey
Cllr Susan Harrington

5488 In attendance:

Adrian Edwards, Clerk to the Council, Cllr Martine Dorey logged-in remotely

5489 Agenda 1: - Apologies for absence.

Cllr Lynne Eilertsen, this was due to a family commitment.

5490 Agenda 2: - Report from the Chairman.

The chair gave a verbal report

5491 Agenda 3: - Election of Chairman for 2024/25.

Proposed: by Cllr Moorby seconded by Cllr Jones that Cllr Ramsay is elected as Chairman for
2024/25

Resolved: that Cllr Ramsay is elected as Chairman.

All those present agreed

5492 Agenda 4: -Chairman to sign the Acceptance of Office.

Cllr Ramsay to sign the acceptance of office following the meeting.

5493 Agenda 5: - Election of Vice Chairman for 2024/25.

Proposed: by Cllr Moorby seconded by Cllr Jones that Cllr Leacock is elected as Vice
Chairman for 2024/25

Resolved: that Cllr Leacock is elected as Vice Chairman.

All those present agreed

5494 Agenda 6: - To note the minutes of the AGM held on Wednesday 24 May 2023.
(Minutes agreed as an accurate record in the June 2023 meeting)

The minutes were noted, and it was agreed the minutes were signed and agreed as a true and
accurate record at the June meeting in 2023

All those present agreed

- 5495** **Agenda 7:** Adopt the Community Council Constitution inclusive of the “Members Code of Conduct, Standing Orders and Finance Regulations, Risk Assessment and all other community council policies”. These documents are on the Community Council website for members to consult due to its size for printing.

The above polices and regulations were noted, and it was agreed to accept them.

All those present agreed

- 5496** **Agenda 8:** - To receive an amended register of members interests since the previous AGM. (Copy attached)

Several members have completed and returned the individual member declaration forms.

Members who have not yet returned their forms were reminded to return them.

All those present agreed

- 5497** **Agenda 9:** - To confirm the dates for the next twelve months Community Council meetings (the fourth Wednesday in the month)

It was confirmed meetings will be convened on the 4th Wednesday of the month apart from August and December 2024.

All those present agreed

- 5498** **Agenda 10:** - To agree a remuneration payment to members, under the Local Government (Wales) Measure 2011, for Community and Town Council members, and, whether and how to recover any payments made to a member who leaves their role during the financial year

Members agreed and accepted the recommendations of the Remuneration Panel and the Community Council’s Policy regarding recovery.

All those present agreed

- 5499** **Agenda 11:** - The Council shall appoint a Data Protection Officer in line with standing orders

A discussion took place. After some debate it was

Proposed: by Cllr Jones seconded by Cllr Harrington that Adrian Edwards, the Clerk becomes the DPO

All those present agreed.

5500 **Agenda 12:** - Confirm that all Councillors are members of the Finance & Tenders Committee and agree to form further Committees if and when required.

Proposed: by Cllr Leacock seconded by Cllr Jones

All those present agreed

5501 **Agenda 13:** - To consider the training needs of Members and Staff.

The LGE of (Wales) Bill 2021 Requires Community Councils to consider and address the training needs of members and staff. It is not the intention to ensure that each and every councillor necessarily receives training on the same subjects but to seek to bring about a situation where the councillors as a group, and the staff collectively, possess the knowledge and awareness they need to operate effectively. The Community Council must make a new training plan no later than three months after each ordinary election of community councillors to the council

Members agreed and accepted the recommendations.

All those present agreed

5502 **Agenda 14:** - Appointment of Allotment and Dog-Walk Committee-4 members plus three current tenants.

Cllr's Leacock, Eilertsen, Dorey and plus one other. The committee will also include two representatives from the Allotment tenants if nominated.

5503 **Agenda 15:** - Nominations to other Bodies.

15.1 Raglan School Governors

Proposed: Cllr Harrington to remain as the co-opted member on the Raglan School Governing body.

All those present agreed

15.2 One Voice Wales area group meeting (2 Members).

It was noted during the finance and budget meeting in January 2024, it was proposed that the Community Council withdraw its membership of One Voice Wales

All those present agreed

15.3 Community, forward planning, and community plan committee including the Community Led Plan. (4 members). Community Councils must provide the council's priorities, activities, and achievements over the previous year, in an annual report that provides information that strengthens the accountability of the council and increases transparency of the work undertaken.

Draft minutes submitted to council 24 May 2023. The minutes of a preceding meeting have been served on the Community Councillors with the agenda to attend the meeting at which they are due to be approved for accuracy, they shall be taken as read. Re SO

After some debate it was:

Proposed: all elected members will be members of this committee

All those present agreed

15.4 Project/s committee (4 members) Consider inviting individuals with an interest or knowledge of a project. (Max 3).

After some debate it was proposed that this committee will be convened as and when required

All those present agreed

15.5 Co-opted member to Raglan Village Hall Association Committee (1 Member).

After some debate it was proposed that this committee will be convened as and when required, since the current Raglan Village Hall Committee has been mothballed, but the current cohort of trustees remain.

It was agreed that a meeting should be convened with the current cohort of trustees.

After some debate it was agreed by all those present agreed

15.6 Complaints Panel members (Min of three),

After some debate it was:

Proposed: This committee will set up as and when required

5504 Agenda 16: - To accept the Statement of Accounts for year ended 31 March 2024.

The statement of accounts was presented as an attachment. The statement was noted, and it was agreed to accept it.

All those present agreed

5505 Agenda 17: - Confirmation of Council Cheque Signatories.

Proposed: that Cllr's Moorby, Ramsay, Dorey, and Eilertsen, be cheque signatories.

Resolved: that the above members are Council cheque signatories.

All those present agreed

5506 The Chairman then thanked everyone for attending. The meeting closed at 20:10 hrs.

The date of the next AGM meeting 28 May 2025

Signed by _____

Chairman

Date 26 June 2024

Please note: these minutes are a summary of the above meeting, and a record of the decisions or resolutions moved. These minutes are not to be taken as a verbatim record of the meeting.

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