

Langstone Community Council



Members are summoned to the **Annual General Meeting** of Langstone Community Council which will be held on Monday 17th May 2021 at 7:00 pm to consider the following agenda items. In accordance with the Local Authorities (Coronavirus) (Meetings) (Wales) Act 2021 this meeting will take place remotely using the Zoom video-conferencing platform. Members are invited to declare Personal and Prejudicial interests in items on the agenda. It is a requirement that declarations from a member include the nature of the interest and whether it is Personal or Prejudicial. The council may consider to exclude members of the press and public from a meeting of a council during an item of business whenever it is likely, in view of the nature of the business to be transacted or the nature of the proceedings, that, if members of the public were present during that item, confidential information would be disclosed to them in breach of the obligation of confidence. Copies of this agenda and relevant reports can be made available to members of the public attending a meeting by requesting a copy from the Clerk to the Council on 07974 56 44 06 or by email. Please note: Requests will need to be made giving 3 clear days' notice prior to the meeting in order to provide you with this agenda.

Adrian Edwards

Clerk to the Council
Date 10 May 2021

Agenda

1. Report from current Chairman.
2. Election of Chairman for 2021/22.
3. Chairman to sign the Acceptance of Office.
4. Election of Vice Chairman for 2021/22.
5. To note the minutes of the AGM held on Monday 13th May 2019. (Minutes agreed as an accurate record in the June 2019 meeting) (No minutes recorded in 2020 due to no AGM convened in line with the government restriction)
6. Adopt the Members Code of Conduct, Standing Orders and Finance Regulations, Risk Assessment and all other community council policies listed on the Council website.
7. To receive amended register of members interests.
8. To confirm the dates for the next twelve months community council meetings (the second Monday in the month) (Committee meetings will be convened as and when required by the community council)

If 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.

9. To agree a remuneration payment under the Local Government (Wales) Measure 2011, for Community and Town Council members, under the relevant Determination section of the Remuneration Panel, and, whether and how to recover any payments made to a member who leaves their role during the financial year 2021/22.
10. Confirm members of the Finance & Tenders Committee.
11. Confirm members of the Planning Committee.
12. Complaints Panel members. (Min of three)
13. Members to agree the formation of any other committee or sub-committee as when required.
14. The Council to approve the list of direct debits for financial year 2021/22
15. Members to consider the continuation of its membership of One Voice Wales and the Society of Local Council Clerks.
16. The Council resolved to lift the time capsule under the war memorial in 2017 (to be confirmed annually).
17. Nominations to other Bodies.
 - 17.1 Langstone Village Hall Trustee.
 - 17.2 One Voice Wales area group meeting.
 - 17.3 Newport City Council Liaison Meetings
 - 17.4 Langstone Primary School Board of Governors
 - 17.5 Neighbourhood Police Liaison
 - 17.6 One Newport Third Sector Partnership / Community Engagement Group
 - 17.7 Play parks
 - 17.8 Environment
 - 17.9 Best Kept Village / Bee Friendly Village
 - 17.10 Neighbourhood Watch
 - 17.11 Community Speed watch / Road Safety
 - 17.12 Press Liaison – Clerk
18. Confirmation of Council Cheque Signatories.

Langstone Community Council

Apology for Absence

I, Community Councillor _____

give the Community Councils, Proper Officer written notification for an Apology for Absence for not attending the meeting which I was summoned to on the date below:

Held on ____/____/____ details of which are set out below:

REASON FOR ABSENCE (see note)

Guidance Note:

Whenever possible this form should be handed or emailed to the Clerk/Proper Officer before the start of the meeting. It is not sufficient simply to 'note apologies'. 'Noting apologies' tells the council nothing as to whether or not the members of the council accepted and approved the reason given for the absence, or, indeed, whether any reason was given at all. Members are requested to indicate the reason for non-attendance. Approval may be given by the council to an absence in advance; for example, where a member is intending to work abroad for an extended period.

Please Note: in addition to the written Apology for Absence, members have an obligation to declare the Apology for Absence orally or by emailing the Clerk/Proper Officer before the meeting.

Signed: _____

Date: _____

If 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.

MEMBERS CODE OF CONDUCT – PARAGRAPHS 10 & 11& 12

I, Community Councillor _____

give the Community Councils, Proper Officer written notification of an interest declared by me at a meeting of Langstone Community Council:

Held on ____/____/____ details of which are set out below:

Please tick the relevant box below:

- Personal Interest**
- It was not a prejudicial interest**
- It was a prejudicial interest and I left the meeting**
- It was a prejudicial interest but I have received dispensation from the Standards Committee.**

Agenda item: _____

Details of the business on the agenda which the Personal Interest relates to:

Details of the personal/prejudicial interest:

Please Note: in addition to the written disclosure of an interest, members have an obligation to declare the interest orally at the meeting, before, or at the commencement of the consideration of the item, or when the interest becomes apparent. Members should hand the Declaration of Interest forms to the Proper Officer at the end of the meeting or returned to the council office before the end of the week following the meeting.

Signed: _____

Date: _____

If 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.