

Langstone Community Council
Minutes of the Annual General Meeting held on
Monday 17 May 2021
at 7.00 pm

Date: 17 May 2021

In attendance: Adrian Edwards Clerk

**Actions
By**

Time: 7.00pm

City Cllr's Mogford & Ruotuly
10 members of the public

Venue: Zoom

21/115 Cllr's Present

C Bryant
L Duthie
L Humphries
M Griffiths
J Shaw
M Harring-Burn
J Harring-Burn

Apologies received:

Cllr S Powell

Absent:

Cllr L Ahearn

21/116 Agenda item 1: Report from current Chairman.

Dear Cllr's

Can I welcome members to this AGM along with residents who are also in attendance.

These last twelve months have been something no-one expected. Due to the restrictions, the community council needed to adapt to different ways of working while still trying to comply with the regulations and the new legislation that has been introduced from Welsh Government. I would like to thank everyone for their support over the last year.

I would like to thank Heather for all her work over the years that she was involved with the Community Council, before moving on to a different challenge and I wish her well. Everyone will have noted, from the number of emails over the last week, the Community Council has a new Clerk who only started work on Monday the 10th May.

His name is Adrian Edwards and I would like to formally welcome Adrian to the Community Council and his first AGM. Adrian has been involved in local Government for over 30 years, he has been an elected Councillor, an officer at one of the Principal Councils in South Wales and he has also been a Community Council Clerk for over 11 years, so he comes with knowledge and experience of the Community Council sector.

So, I would like to thank everyone for attending.

Chair Councillor Carol Bryan

21/117 Agenda item 2: Election of Chairman for 2021/22.

Cllr M Griffiths Proposed Cllr C Bryant seconded by Cllr L Duthie is elected as Chairman for 2021/22

Resolved: that Cllr Bryant is elected as Chairman.

All those present agreed

21/118 Agenda item 3: Chairman to sign the Acceptance of Office.

Due to the meeting being convened via Zoom the Cllr Bryant will sign the acceptance first thing on Tuesday morning (18 May 2021)

21/119 Agenda item 4: Election of Vice Chairman for 2021/22.

Cllr C Bryant Proposed Cllr L Humphries seconded by Cllr J Harring-Burn is elected as Vice Chairman for 2021/22

Resolved: that Cllr L Humphries is elected as Vice Chairman.

All those present agreed

21/120 Agenda item 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)

The minutes were noted and it was agreed the minutes are accepted following them being agreed as a true and accurate record at the June meeting in 2019

All those present agreed

21/121 Agenda item 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.

The clerk explained that the members Code of Conduct, Standing Orders and Finance Regs are standardised documents and the documents including the community council polices are on the community council website.

Resolved: that the documents are accepted

All those present agreed

21/122 Agenda item 7: To receive amended register of members interests.

The clerk explained that 12 months has past since some of the elected members completed the register and recommended that he sends out a further document so all elected members can complete an up to date register.

All those present agreed

21/123 Agenda item 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)

It was agreed the community council remain with the same format, the ordinary meeting of the community council will be the second Monday of the month apart from the summer recess and December for the community event

Proposed by: Cllr M Haring-Burn seconded by Cllr J Haring-Burn.

All those present agreed

21/124 Agenda item 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.

The clerk explained that it been noted that council have agreed some remuneration payments to elected members. He would recommend that this should be done at the AGM with the inclusion of some provisos.

- I. Payment will be made on the publication of the Remuneration Panel report.
- II. The recover any payments made to a member who leaves their role during the financial year 2021/22.

Resolved:

Item I. agreed

Item II. This would be calculated on a pro rata basis

Proposed by: Cllr M Haring-Burn seconded by Cllr J Haring-Burn.

All those present agreed

21/125 Agenda item 10: Confirm members of the Finance & Tenders Committee.

***Proposed:** that Cllr's Bryant, Humphries, Shaw and M Hurring-Burn are members of the committee*

All those present agreed.

21/126 Agenda item 11: Confirm members of the Planning Committee

***Proposed:** that Cllr's Griffiths, M Hurring-Burn, J Hurring-Burn Shaw and Duthie are members of the committee*

All those present agreed

21/127 Agenda item 12: Complaints Panel members. (Min of three)

The clerk explained that he has included this item so the community council have a committee to consider complaints of any source. It was recommended that the community council convene and decide it's membership if and when it is required.

Resolved: Agreed by All those present

21/128 Agenda item 13: Members to agree the formation of any other committee or sub-committee as when required.

The clerk explained that this would enable the council to consider projects as and when, and the community council could form a Committee, Sub-committee or a Task and Finish group to look at a signal project etc.

Resolved: that the community council will consider committees as above.

All those present agreed

21/129 Agenda item 14: The Council to approve the list of direct debits for financial year 2021/22.

The clerk offered his apologies that he's not been able to provide a list, due to the commencement date of his employment.

Cllr Griffiths, made an observation relating to payments of the clerk's pension arrangements and salary matters in 2019, and this should be considered by the finance committee.

It was agreed: accept the observations and to continue with the DD and Standing Orders until the clerk can provide a report to the Finance committee and council

All those present agreed

21/130 Agenda item 15: Members to consider the continuation of its membership of One Voice Wales and the Society of Local Council Clerks.

Proposed by: Cllr Bryant seconded by Cllr M Harring-Burn that the membership continues.

All those present agreed

21/131 Agenda item 16: The Council resolved to lift the time capsule under the war memorial in 2017 (to be confirmed annually).

It was agreed: to support this and it be an agenda item in 2022

All those present agreed

21/132 Agenda item 17: Nominations to other Bodies.

17.1 Langstone Village Hall Trustee. Cllr Humphries

17.2 One Voice Wales area group meeting. Cllr Bryant

17.3 Newport City Council Liaison Meetings, (*defer to the next council meeting*)

17.4 Langstone Primary School Board of Governors Cllr Bryant

- 17.5 Neighbourhood Police Liaison (*defer to the next council meeting*)
- 17.6 One Newport Third Sector Partnership / Community Engagement Group (*defer to the next council meeting*)
- 17.7 Play parks (Agreed to formulate a sub-committee)

The following three groups 17.8.17.9.& 17.10 will be merged to form one group/sub-committee. Cllr's Bryant, J Harring-Burn plus any other newly elected members.

- 17.8 Environment
- 17.9 Best Kept Village / Bee Friendly Village
- 17.10 Neighbourhood Watch
- 17.11 Community Speed watch / Road Safety Cllr's Griffiths & Powell and any other interested Cllr's
- 17.12 Press Liaison – Clerk

21/133 Agenda item 8: Confirmation of Council Cheque Signatories.

Resolved: the following Cllr's Bryant, Humphries & M Harring-Burn

Proposed that Cllr's Bryant, Humphries & M Harring-Burn become signatories.

All those present agreed

The meeting closed at 19.36hrs