**LANGSTONE COMMUNITY COUNCIL**

**Chair: Councillor Carol Bryant Acting Clerk: Mr Robert Wade**

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 26th October 2023

Dear Councillors,

You are invited to attend an Extraordinary Meeting of the Langstone Community Council to be held on the **30th October 2023 at 6:30 pm. at the Llandevaud Community Hall.**

Copies of the Minutes of the meetings of the 12th September and 19th October 2023 are attached to this invitation.

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 excluding members of the press and public from a meeting of a council during any 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.

If you have any queries concerning the meeting, please contact the Acting Clerk.

Yours sincerely,

Robert Wade

Acting Clerk to the Council

E-mail:Clerk@langstonecommunitycouncil.org.uk

Tel: 07502 590038

**AGENDA**

**Matter for Consideration by the Council in closed meeting:**

1. Consideration of the remuneration of the Acting Clerk
2. Consideration of the negotiations for compensation claimed by the former Clerk and appointment of a solicitor to handle those negotiations

**Matters for Consideration by the Council in open meeting**:

1. **Apologies for absence**
2. **Declarations of interest and consideration of Councillors’ declarations of interest forms**
3. **To consider the position left by the resignation of the previous Clerk, which took place with immediate effect on the 2nd October 2023**.
4. **Advertisement of the vacant position of the permanent Clerk**
5. **Authorisation of the actions of the Chair in acquiring a lock-up for deposit of papers and Council belongings from the Langstone Village Hall**
6. **15 minutes set aside for Community interaction and members of the community to ask the Clerk or Councillors questions of local interest.** **Whilst members of the community should feel free to raise matters of importance, it is requested that any questions should be submitted to the Clerk at least 24 hours before the meeting.**

**5**. **To receive and sign Minutes of the Ordinary Meeting on the 12th September 2023**

**6.** **Matters arising from the Ordinary Meeting on the 12th September 2023**

**7.** **To receive and sign Minutes of the Extraordinary Meeting on the 19th October 2023**

**8. Matters arising from the Extraordinary Meeting on the 19th October 2023**

**9. To consider any verbal or written reports from the Clerk or Councillors**

**10**. **To consider matters to report**

**11**. **To consider any verbal or written reports from Gwent Police**

**12**. **To consider any Planning applications considered or received before the meeting**

**13**. **Consideration of the bank account and whether to convert to online banking**

**14. To note and approve finance matters, including Income and Expenditure**.

**15**. **To consider the** **Remembrance Day service, and especially the risk assessment and deciding whether or not the service should go ahead**

**16. To note any miscellaneous items of correspondence received since the last meeting**

**17. To consider the issue of co-option of Councillors to fill any empty seats on the Council**

**18. To consider and decide upon the location and date of the Seniors Christmas meal**

19**. To consider and decide upon the issue of quotations for and ordering of Christmas Trees**

**20. Reports from members on outside bodies**

**21**. **Any Other Business**

**22. Date of the next meeting. Consideration is to be given to an *ad hoc* alteration from the current standard date of the second Tuesday in the month in view of the acting Clerk’s prior commitments**