



## **Annual Meeting of Langstone Community Council**

Tuesday 27 May 2025 at 19:00 PM at Llandevaud Community Hall, off Chepstow Road,  
Llandevaud, Newport, NP18 2AA

### **Minutes**

**Present:** Councillors: R Bevan, J Bryant (online) , S Davies, S George, J Humphries, L Humphries, R Lewis, B Newport, I Riley, B Sheppard, J Smith, S Voyle.

**Absent:**

**Also Present:** Cllr R Mogford (NCC), PCSO Daniel Sutherland (Gwent Police), 3 members of the public

#### **25/060: Election of Chair and Vice-Chair of the Council, Declarations of Acceptance of Office**

- i) Cllr Sharon Davies was reelected as Chair of the Council
- ii) Cllr Julian Smith was elected as Vice Chair of the Council and members wished to record their thanks to Cllr Sam George for all his hard work in the role.
- iii) [Action: Declarations of Acceptance of Office to be signed at meeting of the council](#)

10/06

#### **25/061 Apologies for Absence**

None received from members. Apologies received from NCC Councillor William Routely

#### **25/062 Declarations of Interest**

None Received during the AGM

#### **25/063 Chairs Address/ Annual Report to Council**

Members received an address from the chair of the council, Cllr S Davies, in which tribute was paid to the council's outgoing interim Clerk Mrs Jacqui Ford, for dedication and hardwork in helping to set right the council's finance and admin situation. The chair

of the council also highlighted the good work the council has enabled through grants, Christmas lunch for the elderly, the ongoing work on flooding and flower planters. The Chair similarly highlighted the partnership work between local Newport City Councillors and LCC. As well as this the Chair also thanked members for their involvement in the recent VE day event and praised the efforts of all involved. (The full text of the chairs address will be used as the opening for the councils annual report).

#### **25/064 Ex Officio Members of the Council**

Members appointed the Chair and Vice Chair of the council to serve as ex-officio members (with normal voting rights) on all Council Committees and Sub-committees during their term of office.

#### **25/065 Review of the Terms of References, Membership and Chairmanship of Committees.**

It was agreed by members to defer this item pending a review of the committee structure and the possible merging of committees to streamline council business.

Action: Clerk to review committee arrangements and redraw terms of reference for the June meeting.

#### **25/066 Standing Orders**

Members resolved to maintain current standing orders rather than updated ones pending a rolling review of all council policies to be carried out by the clerk and relevant committees.

#### **25/ 067 Contract Standing Orders**

Members resolved to maintain current contract standing orders rather than updated ones pending a rolling review of all council policies to be carried out by the clerk and relevant committees.

#### **25/068 Financial Regulations**

Members resolved to maintain current financial regulations rather than updated ones pending a rolling review of all council policies to be carried out by the clerk and relevant committees.

Action: Sign off on new financial regulations as drafted by finance committee

#### **25/069 Code of Conduct**

Members agreed to readopt the code of conduct.

Action: Training plan to be circulated and published as part of the councils statutory duty

#### **25/070 Local Resolution Protocol**

Members agreed to readopt the Local Resolution Protocol

#### **25/071 Dates of Future Meetings**

Members noted the attached schedule of council meetings for the 2025/2026 municipal year and also noted that any future events and committee meetings would be circulated ahead of time

Date	Meeting
May (27/05)	AGM & Full Council
June (10/06)	Full Council
July (08/07)	Full Council (annual return)
August	Recess (The chair of council reserves the right to convene meetings during this time period where appropriate notice is given)
September (09/09)	Full Council
October (14/10)	Full Council
November (11/11)	Full Council (Clerks Performance Review)
December	Recess (The chair of council reserves the right to convene meetings during this time period where appropriate notice is given)
January (13/01)	Full Council (Precept)
February (10/02)	Full Council
March (10/03)	Full Council
April (14/04)	Full Council
May (12/05)	AGM & Full Council

Meeting ended: 19:21