



**Minutes of the Annual General Meeting of the Council Held via Video Conferencing on Tuesday 6 June 2023 at 7.00pm**

<b>Present: In Attendance:</b>	Councillors: L Howells (Chair), K Jones, B Hayball-Jones, D Reed, D Hammond, J Sykes & Cllr C Cave (VOGC), Mr N Williams (Clerk)
<b>Item 1; 43/23</b>	<b>Election of Council Chairman</b> <b>Resolved:</b> to appoint Cllr L Howells to the position.
<b>Item 2; 44/23</b>	<b>Election of Council Vice Chairman</b> <b>Resolved:</b> to appoint Cllr J Sykes to the position
<b>Item 3; 45/23</b>	<b>Apologies for Absence:</b> Councillors L Brookes and P Wilson, PCSO Angela Stone,
<b>Item 4; 46/23</b>	<b>To receive minutes of the AGM meeting June 2022 for:</b> i. <b>Accuracy</b> ii. <b>Approval</b> <b>Resolved:</b> The council agreed to receive the minutes of the meeting
<b>Item 5; 47/23</b>	<b>Appointment of any new committees, confirmation of the terms of reference, the number of members (including, if appropriate, substitute councillors) and receipt of nominations to them.</b> <b>Resolved:</b> The council agreed to keep the current personnel sub-committee. And also agreed there was no need at this time for further sub-committees.
<b>Item 6; 48/23</b>	<b>Election of representatives to:</b> i. <b>Treoes Community Hall</b> <b>Resolved:</b> to ask Cllr Wilson if she is happy to continue in this position ii. <b>Llangan Community Hall</b> <b>Resolved:</b> to appoint Cllr D Hammond to continue in this position. iii) <b>School governor at Llangan Primary</b> <b>Resolved:</b> to appoint Cllr L Brookes to continue in this position iv) <b>Community Liaison Representative (+1 reserve):</b> <b>Resolved:</b> to ask Cllr Wilson if she is happy to continue in this position, and to appoint Cllr J Sykes as reserve v) <b>OVW Wales Local Representative.</b> <b>Resolved:</b> to appoint Cllr L Brookes to continue in this position
<b>Item 7; 49/23</b>	<b>To review the year end accounts for year ended March 2023</b> Un-audited year-end statement provided by Clerk. A Council EGM to approve the audited accounts is likely to be called at the end of June. <b>Resolved:</b> Clerk to prepare paper on managing capital reserves at next meeting
<b>Item 8; 50/23</b>	<b>Review and adoption of</b> i) <b>Councillors' remuneration</b>

	<p><b>Resolved:</b> To adopt the revised annual remuneration for councillors, and to adopt the optional allowances for the Chairman and Vice-Chairman. Clerk to distribute the new allowance rates and confirm mileage rates.</p> <p>ii) <b>Code of Conduct</b>  iii) <b>Risk Management policy</b>  iv) <b>Welsh Language policy</b>  v) <b>Use of Social Media policy</b>  vi) <b>Concerns and Complaints policy</b>  vii) <b>Financial Regulations</b></p> <p><b>Resolved:</b> to continue existing Council policies ii) – vii)</p> <p>viii) <b>Standing Orders</b></p> <p><b>A new model version has been recommended to councils by OVW.</b></p> <p><b>Resolved:</b> Council to review in July meeting</p>
<b>Item 9; 51/23</b>	<p><b>Review and adoption of policy documents in respect to the GDPR</b></p> <p><b>Resolved:</b> to continue Council policy</p>
<b>Item 10; 52/23</b>	<p><b>Review and confirmation of arrangements for insurance cover in respect of all insured risks</b></p> <p>Insurance for Village halls was renewed in December 22</p> <p><b>Resolved:</b> to roll-over municipal insurance policy with Zurich due June 23</p>
<b>Item 11; 53/53</b>	<p><b>Community Police Matters:</b></p> <p>No crimes to report</p>
<b>Item 12; 54/23</b>	<p><b>Disclosure and declarations of Members' Interests:</b></p> <p>None. Chairman and Clerk reminded the council of the need to disclose any prejudicial interests.</p>
<b>Item 12a; 55/23</b>	<p><b>Public Question Time</b></p> <p>No members of the public were in attendance</p>
<b>Item 13: 56/23</b>	<p><b>Approval of the minutes of the Meeting held on 2 May 2023</b></p> <p><b>Resolved:</b> To confirm and sign the minutes of the meeting on 2 May 2023</p>
<b>Item 14: 57/23</b>	<p><b>To consider any matters arising from the Meeting held on 2 May 2023 that are not covered on the agenda.</b></p> <p>No matters arising</p>
<b>Item 15: 58/23</b>	<p><b>Vale of Glamorgan Matters</b></p> <p>Current Llandow ward Community Council Report had been shared. Cllr Cave highlighted several current issues;</p> <ul style="list-style-type: none"> <li>• Relocation of the Llandow Recycling Centre and access improvements</li> <li>• Housing policy changes</li> <li>• Green waste recycling policy and new charging scheme.</li> <li>• Traffic management and working with Council and police on incident reporting.</li> </ul>
<b>Item 16: 59/23</b>	<p><b>Reports of Council's Representatives on Outside Bodies</b></p> <p>Written report from Cllr L Brookes had been shared and noted. Cllr D Reed to attend grants-allocation call organised by VOGC/ RPW on Thurs 8<sup>th</sup>.</p>
<b>Item 17: 60/23</b>	<p><b>Financial Statement YTD</b></p> <p>The Clerk provided a verbal update on a small number of financial transactions to 31 May.</p>
<b>Item 18: 61/23</b>	<p><b>Casual Ward Vacancy</b></p> <p>i) The councillor vacancy for St Mary Hill Ward is ongoing.  ii) Clerk to set up new Gmail account for Cllr Sykes.</p>

	<p>iii) The Council has no current policy on co-option. Clerk to review a model policy and make recommendations to future Council meeting.</p>																																								
<p><b>Item 19;</b> <b>62/23</b></p>	<p><b>Audit Completion Report 2021/22</b> Audit for previous year was qualified by a number of observations/failures which we consider unfair and harsh Sian to respond with complaint to Audit Wales</p>																																								
<p><b>Item 20;</b> <b>63/23</b></p>	<p><b>Hybrid meeting location</b> Current legislation requires Council to offer a location for councillors/public to attend in person, as well as by videoconference. <b>Resolved</b> Cllrs Hammond and Reed to investigate feasibility of using Old Scholl House or Village Halls <b>Resolved</b> Clerk to arrange access to next ordinary meeting from the Treoes Heritage Hub</p>																																								
<p><b>Item 21;</b> <b>64/23</b></p>	<p><b>Road Safety</b> Cllr Cave has had confirmation that police have approved the leaflet as drafted by Cllrs Brookes and Cave. <b>Resolved</b> to adopt leaflet and to implement plan proposed by Cllr Brookes as below. Clerk to arrange printing of leaflet. Cllr Cave will share leaflet with Llandow CC.</p> <table border="1"> <thead> <tr> <th>What</th> <th>Who</th> <th>When</th> <th>Comments</th> </tr> </thead> <tbody> <tr> <td>Approve leaflet and plan for distribution and follow-up</td> <td>Council</td> <td>OGM June 2<sup>nd</sup> 2023</td> <td>Final leaflet also needs to be reviewed by PCSO, esp. wrt her contact details</td> </tr> <tr> <td>Contact Speeding campaign group in Treoes for help distributing leaflet</td> <td>Louise</td> <td>After approval of plan</td> <td></td> </tr> <tr> <td>Print leaflets (est. 350)</td> <td>Clerk/Christine/Louise?</td> <td>After approval of plan</td> <td><b>Council to discuss</b></td> </tr> <tr> <td>Distribute hardcopies</td> <td>Treoes gp/Councillors</td> <td></td> <td>Council to agree who will leaflet drop</td> </tr> <tr> <td>Post e-copies on website</td> <td>Clerk</td> <td>After approval of plan</td> <td></td> </tr> <tr> <td>Other means of distribution, e.g., mailing lists????</td> <td></td> <td></td> <td><b>Council to discuss</b></td> </tr> <tr> <td>Monitor council inbox for copies of reports</td> <td>Clerk</td> <td>Starting from approval of plan</td> <td>Set-up a specific folder. Louise happy to discuss how to set-up rules to automate this if needed.</td> </tr> <tr> <td>Gather data from police etc.</td> <td>Christine/Louise/Clerk</td> <td>Feb 2024</td> <td></td> </tr> <tr> <td>Review data and agree next steps</td> <td>Council</td> <td>March/April 2024 OGM</td> <td></td> </tr> </tbody> </table>	What	Who	When	Comments	Approve leaflet and plan for distribution and follow-up	Council	OGM June 2 <sup>nd</sup> 2023	Final leaflet also needs to be reviewed by PCSO, esp. wrt her contact details	Contact Speeding campaign group in Treoes for help distributing leaflet	Louise	After approval of plan		Print leaflets (est. 350)	Clerk/Christine/Louise?	After approval of plan	<b>Council to discuss</b>	Distribute hardcopies	Treoes gp/Councillors		Council to agree who will leaflet drop	Post e-copies on website	Clerk	After approval of plan		Other means of distribution, e.g., mailing lists????			<b>Council to discuss</b>	Monitor council inbox for copies of reports	Clerk	Starting from approval of plan	Set-up a specific folder. Louise happy to discuss how to set-up rules to automate this if needed.	Gather data from police etc.	Christine/Louise/Clerk	Feb 2024		Review data and agree next steps	Council	March/April 2024 OGM	
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<p><b>Item 22:</b> <b>65/23</b></p>	<p><b>Parc Newydd</b> Cllr Sykes declared an interest. <b>Resolved</b> that this was not prejudicial, and Cllr Sykes should continue in debate. Some clarifications being sought from VOGC legal by Cllr Reed as agreed at May meeting. Noted that Cllr Wilson does not intend to be involved further. Some debate followed re the Council's position. <b>Resolved</b> to cease pursuing Council' interest in acquiring this land. Cllr Jones and Cllr Hayball-Jones left the meeting at this point.</p>																																								
<p><b>Item 23;</b> <b>66/23</b></p>	<p><b>Grass Cutting</b> Cllr Wilson's report noted and grass cutting now appears to be more-frequent.</p>																																								
<p><b>Item 24;</b> <b>67/23</b></p>	<p><b>Community Areas</b> RPW still waiting access to inspect repairs at Llangan Hall.</p>																																								

	Nothing other to report.								
<b>Item 25: 68/23</b>	<b>Correspondence</b> No significant correspondence that has not been otherwise circulated to Council								
<b>Item 26: 69/23</b>	<b>Planning matters</b> Update on current planning applications as follows. Clerk to check that NRW have been engaged in the Nathanael's planning application re the bat colony								
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<b>Item 27a: 70/23</b>	<b>Resolution</b> under Standing Order 3 (d) agreed.								
<b>Item 27b: 72/23</b>	<b>Personnel Committee</b> <b>Resolved</b> to appoint new clerk onto PayScale point SCP 5 as set out in the NJC for Local Government Services pay scales, from 22 May 2023.								
<b>Item 28: 73/23</b>	<b>Date and time of next ordinary meeting</b> Tues 4 July 2023 7.00pm								