

CYNGOR CYMUNED CILYCWYM COMMUNITY COUNCIL

The **Annual General Meeting** of Cilycwm Community Council was held on Tuesday 17th May 2016 at Capel y Groes Vestry at 7.30 p.m.

Present : Councillors Eurwyn Lewis (Chair) Moira Davies , Aled Edwards , Arwel Davies and County Councillor Tom Theophilus,

Also present: Mrs Ann Jones (Clerk)

Apologies : None

Minutes of the 2015 A.G.M. had been circulated to the members – these were approved and signed as a correct record.

Officials elected for the coming year:

Chair : Councillor Walter Jones

Vice Chair : Councillor Arwel Davies

Internal Auditor : Mr Lyn Llewellyn

External Auditor : Grant Thornton

Financial matters: The Financial report for the year ending 31 March 2015, prepared by the Clerk was circulated to Councillors. The Clerk took the opportunity to explain Receipts, Payments and Account balances.

The Clerk confirmed the completion of the Internal Audit. A written approval of the accounts was received by the Internal Auditor Mr Lyn Llewellyn.

To ensure compliance with External audit requirements ,the Clerk confirmed that the required ‘Letter Engagement’ had been sent to the Internal Auditor and a letter of acceptance and terms of engagement had been exchanged.

The Accounts were considered by the Councillors and approved in advance of the completion of the Annual Return.

The Clerk confirmed that the Notice of Appointment of date for the Exercise of Electors Rights was displayed as required (on the Public Notice Board and the Cilycwm website) Annual Return and supporting information to arrive with External auditor before 20th June 2016.

Copies of the Financial report will be available from the Clerk.

Signatories: Councillors Tom Theophilus, Aled Edwards and Eurwyn Lewis will continue as the authorised signatories for the Council’s Bank Account transactions.

Bank: The Council’s Accounts will continue to be held at Lloyds TSB Llandoverly.

Clerical expenses: Administrative expenses (Postage, Stationery etc) would be met in the normal way . The Clerk had agreed to stay in post (confirmed January 2016)

Venue and time of meetings: The Council will continue to meet at Capel y Groes Vestry Agreed that Meetings will be held on the third Tuesday of the January, March, May, July September and November

Informing the Public: Copies of the Approved minutes will be displayed on the Cilycwm website and on the Notice Board for a period of approx.14 days.

Agendas (bilingual) and other notices will be displayed on the Notice Board and website.

Code of Conduct: The Local Authorities (Model Code of Conduct) (Wales) (Amendment) Order 2016. The Revised Code of Conduct was considered and adopted by the Council. (Copies of the Local Authorities (Model Code of Conduct)(Wales) (Amendment) Order 2016 was circulated to Councillors)

The Chairman, Councillor Eurwyn Lewis thanked the Councillors and Clerk for their support during his term of office