



Cornelly Community Centre
North Cornelly
Bridgend
CF33 4AS

Canolfan Gymunedol Corneli
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Pen y Bont
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Clerk/Clerc: J Murphy

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**Minutes of Annual General Meeting of Cornelly Community Council
Held by means of multi location
at 6.00pm on 24th May 2023**

Members: Cllrs Mr R M Granville, Mrs J Granville, Mr A Kavanagh, Mrs H Kavanagh, Ms P Page, Mr S Parker (remote), Mr D Morgan & Mrs E Winstanley
Clerk: Ms Judy Murphy

1. Apologies

None.

2. To receive Register of Interests from Members

Register of Interests was received from Cllrs Mrs E Winstanley, M P Page, Mrs K Kavanagh and Mr D Morgan. Register of Interests form to be completed by other members and returned to the Clerk.

3. To consider and approve as a correct record thereof the Minutes of the Annual General Meeting held on 18th May 2022.

3.1 Cllr A Kavanagh proposed that the minutes be accepted as a true and fair record of proceedings. This motion was seconded by Cllr Morgan. **IT WAS RESOLVED** accordingly.

4. Election of Chair for 2023-2024

4.1 The Clerk invited nominations for the office of Chair of Cornelly Community Council for 2023-2024.

4.2 Cllr Mrs J Granville nominated Cllr Mrs E Winstanley for the office of Chair. Cllr Mrs P Page seconded this nomination. No further nominations received.

4.3 Cllr Mrs E Winstanley was duly appointed to the position of Chair of Cornelly Community Council for the forthcoming period 2023-24. **IT WAS RESOLVED** accordingly.

5. To receive Declaration of Acceptance of Office from Chair

5.1 Clerk produced 'Acceptance of Office' document which the Chair signed and witnessed by the Clerk.

6. Election of Vice Chair for 2022-2023

6.1 Chair invited nominations for the office of Vice Chair for 2023-2024.

6.2 Cllr Mrs H Kavanagh nominated Cllr RM Granville for the office of Vice Chair. Cllr Mrs P Page seconded this nomination. No further nominations received.

6.3 Cllr RM Granville was duly appointed to the position of Vice Chair of Cornelly Community Council for the forthcoming period 2023-24. **IT WAS RESOLVED** accordingly.

7. To consider the terms of the Council's bank mandate with Lloyds Bank

8.1 The Bank Mandate should remain unchanged, as follows:

- a) To allow any two of four nominees to sign cheques and other payment authorisations. Signatories being Cllrs Bennett, Morgan, R M Granville and the Clerk.

This motion was proposed by Cllr R M Granville, seconded by Cllr Mrs J Granville and carried unanimously. **IT WAS RESOLVED** accordingly.

8. To receive and if appropriate approve the Annual Accounts for the fiscal year ended 31st March 2022 prior to internal audit

8.1 The Clerk had distributed draft accounts, together with copy of the Bank Reconciliation and Cash Book for the year.

8.2 Proposal made by Cllr RM Granville to wait until the internal audit has been returned before approving the Annual Accounts. Seconded by Cllr Mrs P Page.

9. To appoint the Council's Internal Auditor for the year 2023-2024

10.1 The Clerk informed members that Mr S M H Lewis - Sentinel Chartered Accountants, had agreed to continue to act as internal auditor. Cllr RM Granville proposed, and Cllr Morgan seconded that Sentinel Chartered Accountants be appointed to continue to act as internal auditor for the year 2023-2024. **IT WAS RESOLVED ACCORDINGLY.**

10. Adoption/Review of Terms of Reference/Policies for Committees, Sub-Committees and Working Groups

Terms of Reference/Policies for Committees, Sub-Committees and Working groups were reviewed. Cllr RM Granville proposed adoption of Terms of Reference & Policies. Cllr Mrs J Granville seconded this proposal.

11. Nomination of Committees,

12.1 Allotments & Environmental:

Cllrs S Bennett, R M Granville, A Kavanagh, S Parker & H Kavanagh

12.2 Community Centre Management:

Cllrs J Granville, R M Granville, P Page, S Parker & E Winstanley

12.3 Finance, Fundraising and Health & Safety:

Cllrs S Bennett, R M Granville, D Morgan & E Winstanley. Cllr S Parker requested to join the Finance committee. Cllr A Kavanagh wants to withdraw from the Finance committee. Proposed by Cllr RM Granville and seconded by Cllr D Morgan to agree to this. **IT WAS RESOLVED** accordingly.

12.4 Footpaths, Open Spaces & Bus Shelters

Cllrs J Granville, H Kavanagh, T Page, S Parker & S Bennett

12.5 HR:

Cllrs S Bennett, Mrs J Granville, S Parker, D Morgan & RM Granville.

12.6 Planning, Rights of Way & Highways

Cllrs H Kavanagh, J Granville, A Kavanagh, D Morgan & E Winstanley

12.7 Playing Fields

Cllr S Bennett, J Granville, R M Granville, A Kavanagh & S Parker

12. Review of arrangements (including legal agreements) with external bodies; including partnership working with Pyle Community Council to provide enhanced grounds maintenance at Ffordd yr Eglwys Cemetery, undertaken by appointed contractor; Grounds & Graves. Appointment of Grounds Maintenance contractor 2023-24; Total Groundcare Ltd. Appointment of Pest Control contractor at Maudlam Allotments and Community Centre; Propest. Continue to use PJ Landscapes to cut footpaths and rights of way in line with BCBC Rights of Way agreement.

12.1 Cllr RM Granville proposed continuation of partnership with Pyle Community Council to provide enhanced ground maintenance at Ffordd yr Eglwys Cemetery, undertaken by Grounds & Graves. Cllr D Morgan seconded this proposal. **IT WAS RESOLVED ACCORDINGLY.**

12.2 Cllr D Morgan proposed Total Groundcare be contracted to take forward grass cutting for the 2023-24 season. Cllr RM Granville seconded this proposal with note to discuss at future committees. **IT WAS RESOLVED ACCORDINGLY.**

12.3 Cllr RM Granville proposed Propest be contracted to take forward pest control at Maudlam Allotments and Cornelly Community Centre. Cllr A Kavanagh seconded this proposal. **IT WAS RESOLVED ACCORDINGLY.**

12.4 Cllr D Morgan proposed PJ Landscapes be contracted to cut footpaths and rights of way in line with BCBC Rights of Way agreement. Cllr Ms P Page seconded this proposal. **IT WAS RESOLVED ACCORDINGLY.**

13. Confirmation of insurance cover in respect of all insurable risks – including Cornelly Community Council cover with Zurich insurance & Cornelly Community Centre over with Bridgend County Borough Council

13.1 Cllr RM Granville proposed confirmation of insurance cover as detailed. Cllr A Kavanagh seconded this proposal. **IT WAS RESOLVED ACCORDINGLY.**

14. Review and confirmation of Council's and/or staff subscriptions to other bodies; including One Voice Wales and SLCC

14.1 Cllr D Morgan proposed confirmation of subscriptions. Cllr RM Granville seconded this proposal. **IT WAS RESOLVED ACCORDINGLY.**

15. Review of Council's procedures in respect of Freedom of Information and Data Protection Legislation

15.1 Procedures to be reviewed and checked in committee meeting.

16. Approval of Council Meeting Dates, including Committee and Working Groups 2023-24

16.1 Meeting dates for 2023-24 agreed and list with amended dates to be forwarded by the Clerk.

There being no other business the meeting closed at 6.30pm

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Chair – Cllr Mrs E Winstanley