

**MINUTES OF ANNUAL GENERAL MEETING OF ERWOOD COMMUNITY COUNCIL HELD IN ERWOOD
COMMUNITY HALL ON THURSDAY 18TH May 2023 AT 7 P.M.**

MEMBERS PRESENT: Cllr Stephen Davies
Cllr Geoffrey Lewis
Cllr Caroline Baldwin
Cllr Lisa Payne
Cllr Alan Pryce

IN ATTENDANCE: Gwyneth Davies

APOLOGIES FOR ABSENCE

No apologies given

Cllr Stephen Davies welcomed everyone to the meeting.

No declarations of Interest

Minutes of last meeting 19TH of May 2022 were read, accepted and signed by the chair.

MATTERS ARISING FROM PREVIOUS MEETING 13th May 2022:

Minute 82.2023

Reference 75.2023 Treasurers: Gwyneth is still able to sign the cheques because she is still registered on the community council accounts. It was agreed that Carrienne will take over as third signatory for Gwyneth when she steps down.

Minute 83.2023

The Appointment Of Chairman

It was agreed that Cllr Stephen Davies has made positive change as chairman and it was proposed by Cllr Lisa Payne that he should run as chair for another year. This was seconded by Cllr Alan Pryce and agreed by all. Cllr Stephen Davies thanked everyone for their support, especially Cllr Geoffrey Lewis for standing in as Vice Chair when Stephen has been unable to attend meetings.

Minute 84. 2032

Appointment of Vice Chairman

When discussing who should be the Vice Chairman for the upcoming year, Cllr Alan Pryce proposed Cllr Geoffrey Lewis. This was seconded by Cllr Caroline Baldwin and agreed by all.

Minute 85. 2023

Two Treasurers Plus One for Signing Cheques

Cllr Caroline Baldwin proposed New Clerk, Carrienne to be the third signatory for signing cheques, as Gwyneth, the old clerk had this position. This was agreed by all.

Minute 86. 2023

Internal Auditor

Mrs Pamela Banks is currently the internal auditor for Erwood Community Council. She has completed the internal audit for 2022 and agreed to continue as internal auditor for another year. Gwyneth shared Mrs Pamela Bank's notes regarding the recent internal audit for 2022. Gwyneth proposed sending Mrs Pamela Banks a thank you card with £20, the same as last year. This was agreed by all.

Minute 87.2023

Clerk & Responsible

Financial Officer

Miss Carrienne Ralph is the Clerk and Responsible Financial Officer. This was agreed by all.

Minute 88.2023

Clerk Salary

The Clerk's Salary had already been agreed at the hourly rate of £11.63 for a contracted 30 hours per month coming to a total of £348.90 per month. It was agreed that treasurers, Cllr Stephen Davies and Cllr Alan Pryce will be able to sign the Clerk's monthly salary cheque without it being an item on the agenda. It was agreed by all that any additional expenses by the clerk will need to be invoiced and agreed upon as an agenda item in the relevant monthly meetings.

Minute 89.2023

Financial Report

The Final budget for 2023-24, Receipts 2022-23 & Payments 2022-23 were sent over by email to all Cllrs before the meeting. All agreed, Cllr Stephen Davies signed the Financial Report and it was discussed that they need to be uploaded to the website with the minutes.

Minute 90.2023

Chairman's Report

Copies of the Chairman's report were shared with councillors and Cllr Stephen Davies thanked Gwyneth for her help throughout the year and in writing the report.

Minute 91.2023

Two Representatives for One Voice Wales Committee

Cllr Alan Pryce and Cllr Geoffrey Lewis were both happy to continue as representative for One Voice Wales Committee for another year. This was agreed and accepted by all.

Minute 92.2023

Representative on Erwood Market Hall Committee

Cllr Alan Pryce is happy to continue as Representative for Erwood Market Hall Committee. This was agreed and accepted by all.

Minute 93.2023

Representative for Climate Change Working Group

Cllr Caroline Baldwin is happy to continue as representative for Climate Change Working Group and Cllr Lisa Payne offered to be a representative too so that Erwood Community Council has two representatives.

Minute 94.2023

Representative on Broad Band Scheme

Cllr Caroline Baldwin and Cllr Geoffrey Lewis are both happy to continue in their current positions as Representatives for the Broad Band Scheme.

Minute 95.2023

Signing of Declaration of Office by Chair

Cllr Stephen Davies signed and dated the Declaration of Office.

This AGM Meeting Closed at 7:30pm and was followed by the Monthly Meeting.