

# VAN COMMUNITY COUNCIL CYNGOR CYMUNED Y FAN

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Tony Graham  
Acting Clerk/Vice Chair  
Van Community Council



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8<sup>th</sup> May 2019

Dear Councillor,

I write to summons you to attend the Annual General Meeting of Van Community Council at the Van Community Centre on Thursday 16<sup>th</sup> May 2019 at 6pm. This meeting will be followed by the ordinary meeting.

The agenda of the meeting(s) is as follows:

## AGENDA - AGM

- 1. Appointment of Chairman and to sign the Declaration of Acceptance of Office form (acceptance of the office of Chairman). (LGA 1972, first item of business at the AGM).**
- 2. To receive apologies and whether to approve the reasons for absence.**
- 3. Declarations of Interest:** To receive disclosures of personal interests from members in accordance with the code of conduct.

Chair to read the following statement: *Members are referred to, and shall observe, the provisions of the Van Council's Code of Conduct. If a Councillor has a disclosable prejudicial interest he/she must, unless a dispensation has been granted, withdraw from the meeting room and take no part in the discussion or vote and it shall be incumbent on members who know of that interest to disclose it to the meeting and if another member present believes that there may be a conflict of interest with another member(s) present they should notify the meeting of this fact. This is in order that the potential interest is clarified before the meeting proceeds.*

- 4. Appointment of Vice Chair (declaration not required)**
- 5. To consider the Chairs allowance 2019/20 (2018/19 - £400). Chair to vacate Chair for reason of prejudicial interest and the Vice Chair to take the Chair for this item of business only.**
- 6. To decide upon bank signatories. Current signatories: Cllrs Sheila Newbury, Pam Nelder (recommend add Chair/Vice Chair as signatories)**
- 7. To consider whether any committees be set up on a standing or ad hoc basis and to appoint members if necessary.**
- 8. To confirm that there be no meeting in August 2019 and that plenary powers be given to the Chair/Vice Chair in consultation with the Clerk (including payment of creditors).**

9. To confirm that there be a precept/budget setting meeting at a date to be fixed in December 2019.

10. To appoint delegates and substitutes to the following:

- (i) CCBC Community Councils Liaison Sub Committee (one member)
- (ii) Town and Community Councils Liaison Committee (two members)
- (iii) Caerphilly Town Centre Management Group (two members)
- (iv) Caerphilly Town Council Fireworks Committee (one member)

### Agenda – Ordinary Meeting

1. To receive apologies and whether to approve the reasons for absence.

2. **Declarations of Interest:** To receive disclosures of personal interests from members in accordance with the code of conduct.

Chair to read the following statement: *Members are referred to, and shall observe, the provisions of the Van Council's Code of Conduct. If a Councilor has a disclosable prejudicial interest he/she must, unless a dispensation has been granted, withdraw from the meeting room and take no part in the discussion or vote and it shall be incumbent on members who know of that interest to disclose it to the meeting and if another member present believes that there may be a conflict of interest with another member(s) present they should notify the meeting of this fact. This is in order that the potential interest is clarified before the meeting proceeds.*

3. **Police Matters**

4. To approve the minutes of the Council meeting held on 18<sup>th</sup> April 2019

5. **Matters arising**

"By virtue of the Public Bodies (Admission to Meetings) Act, 1960, and the Council's standing order 28(k) the press and public are excluded from discussions on the following items 6, 7 and 8 on the basis that disclosure thereof would be prejudicial to the public interest by reason of the confidential nature of the business to be transacted."

6. **Acting Clerks Report, Finances and Correspondence**

7. **Grant Applications**

8. **Summer Playscheme**

9. **Carnival**

10. **Little Van Princess/Prince Competition**

11. **Items for next agenda**

A J Graham

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Tony Graham  
Acting Clerk to the Council