

VAN COMMUNITY COUNCIL CYNGOR CYMUNED Y FAN

Clerk/Clerc:
John Dilworth.



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4th May, 2017.

Dear Councillor,

I write to summons you to attend the next Annual General Meeting of Van Community Council, at the Van Community Centre, Friday, 12th May, 2017, at 6.30p.m.

The agenda of the meeting is as follows.

1. To receive apologies and whether to approve the reason for absence.
2. Declarations of Interest and to sign any outstanding Declarations of Members Acceptance of Office and or to set a date for further declarations not made to the Clerk.
3. Appointment of Chairman and to sign the Declaration of Acceptance of the Office of Chairman.
4. Appointment of Vice-Chairman, declaration not required.
5. To consider the Chairman's Allowance (budget £400.00), 2017/18 (Note: Chairman to vacate Chair during this item of business, and the Vice-Chairman to progress to the Chair for this item only).
6. Appointment of Leader and Deputy Leader (Note: not statutory).
7. To reaffirm the minutes of the Annual General Meeting, 20th May, 2016 (appendix 1)
8. Representatives to Governing Bodies (St. James, Ms Kathleen Reeves-Macey (no confirmation received from the Clerk to the GB), and St. Helens, Miss Tammy Nelder (confirmed by the Clerk to the GB).
9. To rescind the Council's Standing Orders and to adopt Standing Orders (Note: item 15, members wish to defer and consider items and 15 in conjunction with 9) (appendix 2).
10. To approve the Council's Financial Regulations (appendix 3), and Financial and Operational Risk Assessment (appendix 43).
11. To decide upon bank signatories. Current signatories, Councillors Sheila Newbury, and the Clerk, however, previously added Councillors Russell Deacon and Pam Nelder (Clerk is wrestling with the online HSBC process to set up a new mandate, no other option with HSBC).
12. To appoint Members to the following Committee: Summer Play-scheme Committee and or to set-up any further committees, i.e. Employment Committee.
13. To consider, there be no meeting in August 2017, and December, 2017, and Plenary powers

be given to the Chairman and Vice-Chairman in consultation with the Clerk (includes payment of creditors).

14. To appoint delegates to the following.

C.C.B.C. Community Councils Liaison Sub-committee	(one member)
C.C.B.C. Town and Community Councils Liaison Committee.	(two members)
Van Communities Partnership.	(one member)
Caerphilly Town Centre Management Group.	(two members)
Caerphilly Town Council Firework Committee	(one member).

15. "Flexibility in meetings." This item was set over for the new incoming administration and the Clerk has reproduced the item presented at the Council meeting of the 17th March, 2017.

The press and public be excluded from the meeting for the next item of business on the grounds that it involves the disclosure of information of a confidential nature (employment implications for the Clerk alteration to the day and time).

The Clerk has a personal interest and will leave the room.

"Flexibility in meetings."

Suggestions:

Councillor Russell Deacon: "To continue with the status quo but move the meeting time forward to 6 pm. With the exception of where the third Friday directly connects with a holiday/half term etc. and then move it to the proceeding Thursday."

Councillor Maria Hall: "...6.00pm no matter what day."

Councillor Pam Nelder: 6.00pm Wednesday, Thursday, or Friday.

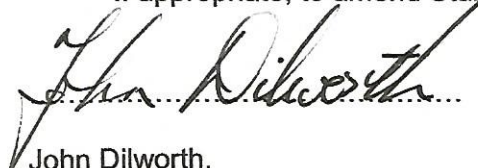
Councillors Barbara Jones and Fay Gay: Thursday.

Councillor Sheila Newbury, 6.00pm or 6.15 pm on the third Friday of the month.

Clerk is available on the third Friday and fourth Friday of the month, and also Thursday's at 6.00pm to 6.30pm respectively for the start of the meetings.

(Van Centre is available on the third Thursday of the month.)

If appropriate, to amend Standing Order number 2 of the Council's Standing Orders.



John Dilworth,
For Van Community Council,
Clerk to the Council.

Enc: Declaration of Acceptance of Office, Model Code of Conduct, 2016, Code of Conduct, Declaring an Interest, Questions to Ask Yourself, Declaration of Interest Form, and Register of Interest Form.