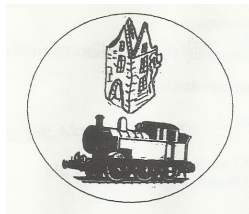


# VAN COMMUNITY COUNCIL CYNGOR CYMUNED Y FAN

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Clerk/Clerc:  
John Dilworth.



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11<sup>th</sup> May, 2015.

Dear Councillor,

I write to summons you to attend the next Annual General Meeting of Van Community Council, at the Van Community Centre, Friday, 15<sup>th</sup> May, 2015, at 6.30p.m., and followed by the Ordinary Meeting.

The agenda of the meetings are as follows.

1. Apologies for absence.
2. Declarations of Interest.
3. Appointment of Chairman and to sign the Declaration of Acceptance of the Office of Chairman.
4. Appointment of Vice-Chairman.
5. To consider the Chairman Allowance, 2015/16 (Chairman to vacate Chair during this item of business).
6. Appointment of Leader and Deputy Leader.
7. To reaffirm the minutes of the Annual General Meeting, 23<sup>rd</sup> May, 2014 (appendix 1)
8. Representatives to Governing Bodies (St. James and St. Helens).
9. To rescind the Council's Standing Orders and to adopt Standing Orders (appendix 2).
10. To approve the Council's Financial Regulations (appendix 3), and Financial and Operational Risk Assessment (appendix 4).
11. To decide upon bank signatories. Current signatories, Councillors Eileen Macey, Sheila Newbury, Elaine Forehead (resigned) and the Clerk (administration only). If the current signatories are maintained one additional signatory is required.
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 2015, and December, 2015, 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)
Caerphilly Basin Voluntary Sector Forum	(one member)
Van Communities Partnership.	(one member)
Caerphilly Town Centre Management Group.	(two members)
Caerphilly Town Council Firework Committee	(one member).

With the conclusion of the AGM to proceed to the agenda of the Ordinary meeting.

### **Agenda.**

#### **Public, any issues, and limited to ten minutes.**

1. **Apologies for absence.**
2. **Declarations of interests.** To receive disclosures of personal interests from Members in accordance with the Code of Conduct (**Note:** Members are requested to give written notice of the item number and subject matters that their interest relates to and signify the nature of the personal interest).
3. **Police matters (C.S.O. Lisa Gibbs and Steve Moore).**
4. **To approve the minutes of the Council Meeting, 17<sup>th</sup> April, 2015, (appendix 5.)**
5. **Matters arising.**
6. **Correspondence.**
7. **Planning.**
8. **Reports and local matters.**
9. **Clerk's Report (appendix 6) to follow.**

<b>a.</b>	Grant applications.
<b>b.</b>	Soup and Carols, Friday, 27 <sup>th</sup> November, 2015.
<b>c.</b>	Summer Play-scheme, 2015.
<b>d.</b>	Rhos Llantwit Colliery
<b>e.</b>	Memorial to mark the heroic sacrifice made by Dean Smith, 29 <sup>th</sup> December, 1989.
<b>f.</b>	Ambassador and "Us Girls" project.
<b>g.</b>	Procedural issues, Council meeting, 17 <sup>th</sup> April, 2015.

<b>10. Finance.</b>	
i.	To consider payment of creditors (appendix 7).
ii.	Accounts, 2015/16 (appendix 8a, 8b, and 8c).

	iii.	Grant applications, Lansbury Matters.
	iv.	To receive the Internal Auditors Report on the Council's accounts year ending the 31 <sup>st</sup> March, 2015 (Leisure Amenities Fund Section E) (appendix 9).
	v.	Due to the unexpected significant increase in balances to develop a plan on how to utilize the funds received from Caerphilly C. B. C. (Recommendation made by the Independent Internal Auditor).
	vi.	To receive the Annual Return, 2014/15 and to complete Sections 2 and 3. The Independent Internal Auditor has identified the Leisure Amenity Fund as a risk, Section 14, 13.
11.	<b>To declare the casual vacancy in the Lansbury Ward of the Van Community Council area, following the resignation of Miss Elaine Forehead.</b>	
12.	<b>To receive the recommendations of the Summer Play-scheme Interview Panel and confirm the four appointments (SPW – 1 and APW – 3).</b>	
13.	<b>Items for the next agenda.</b>	

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John Dilworth,  
Clerk to the Council.