



VAN COMMUNITY COUNCIL/ CYNGOR CYMUNED Y FAN

Marcia Jones. Clerk to the Council/Clerc Y Cyngor
Email: clerk@vancc.co.uk Tel/Ffon: 07387 8885132
C/O 26 Lon yr Ysgol, Bedwas, Caerphilly. CF83 8PE

NOTICE OF FULL COUNCIL MEETING

12th May 2020

To: Chair and Members of Van Community Council.

You are requested to attend a Remote Video Conference Full Council Meeting to be undertaken by Van Community Council using MS Teams on **Thursday 21st May 2020 at 5pm.**

If you are unable to attend, please contact the Clerk to advise

The business to be transacted is set out in the agenda attached

Please Note: Due to current COVID19 restrictions, the public and press are not able to attend but are invited to contact the Clerk if they have any comments

Yours Faithfully,

Marcia Jones
Clerk/RFO to the Council

AGENDA

1. To note Member attendance and to receive any apologies.

1.1 To receive and consider requests for extended absence

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

To Note; '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'.

3. To agree the deferral of the AGM for 2020

4. Minutes

To receive and if approved to confirm and sign the minutes of the **ORDINARY FULL COUNCIL** meeting held on **20th February 2020** as an accurate record

5. Matters arising

6. Financial Matters

9.1 To receive, confirm and approve Bank Reconciliation document to 30th April 2020.

9.2 To receive, confirm and approve list of payments for May 2020

9.3 To receive and note 2019-2020 End of Year Final spend report

9.4 Requests for Financial Assistance

NONE

7. Audit Year Ended 31st March 2020

6.1 To receive and note internal auditor's report, in respect of the internal audit for year ended 31st March 2020

6.2 To receive and note significant variances where the percentage is +/- greater than 10%

6.3 To receive and note bank reconciliation which verifies box 9 of the Annual return.

6.4 To receive and approve the Annual Return.

A council resolution is required for approval

Presiding Chair to sign the Annual Return and the Clerk/RFO to Certify.

8. Next Meeting Date