Minutes of the Annual Meeting of Cwmbran Community Council held on Wednesday 18 May 2016

Present Councillor R Jones (Vice-Chairman), Councillors: SWJ Ashley, SJ Brooks, LJ Chaney, D Daniels, M Day, S Evans, M Howell, M Johnston, TA Matthews, JC Powell, J Rees, R Seabourne, D Standing, WJ Walker, DJ Williams, PJ Williams and TJ Winter

Also David Collins (Clerk to the Council) Clare Facey (Administration Officer)

CL16/001 Election of Chairman of the Council

Councillor S Brooks proposed and Councillor J Rees seconded that Councillor KK Manneh be appointed as Chairman of the Council to serve until the next Annual Meeting of the Council.

Resolved that Councillor KK Manneh be appointed Chairman of Cwmbran Community Council to serve until the next Annual Meeting of the Council. Members noted that Councillor Manneh was unable to attend the meeting but that he had confirmed that he was happy to accept the nomination.

CL16/002 Acceptance of Office

Resolved that the Chairman of the Council sign his Acceptance of Office form at a later date.

CL16/003 Election of Vice-Chairman of the Council

Councillor S Brooks proposed and Councillor J Rees seconded that Councillor R Jones be appointed as Vice Chairman of the Council to serve until the next Annual Meeting of the Council.

Resolved that Councillor R Jones be appointed Vice Chairman of Cwmbran Community Council to serve until the next Annual Meeting of the Council

Councillor R Jones in the Chair

CL16/004 Vice Chairman's Announcements

Councillor Jones outlined his aspirations for his year of office and thanked the Council for his nomination.

CL16/005 Past Chairman's Badge and Chairman's Announcements

The Vice-Chairman presented a Past Chairman's Badge to Councillor M Johnston and paid tribute to his year of office. In Councillor Manneh's absence the Clerk informed members that his nominated charity for the year of office would be the Torfaen & District Branch of the Multiple Sclerosis Society.

CL16/006 Apologies for Absence

Apologies for absence were accepted from Councillors J Davenne (work commitments), KK Manneh (holiday) and R Kemp (personal).

CL16/007 Declarations of Interest

Members were asked to declare any personal and/or prejudicial interests they had and sign the Interests Sheet to give details of the nature of their interest.

CL16/008 Outgoing Chairman's Address

Councillor M Johnston thanked his colleagues for all of their support over the last year noting, that without their support, he wouldn't have had such a successful year of office. He went on to say that the last twelve months had been a fantastic experience and thanked the Clerk and all the office staff for their help and support.

CL16/009 Banking and Audit Arrangements

Resolved:-

a) that the Leader and Deputy Leader of the Majority Group, the Chairman and Vice-Chairman of the Council be appointed as the Council's signatories, authorised to sign cheques and other bankers' orders on behalf of the Council (any two signatories being acceptable).

b) that the Co-operative Bank shall continue to be the Council's Bankers for the ensuing year.

c) that the Clerk to the Council, as Responsible Financial Officer (LGA s.151), and Administrative Officer be the Council's officers nominated to use the Co-operative Bank's Business Customer Services facilities for the purpose of transferring funds between the Council's accounts and making balance and other enquiries, as required.

d) that Nicola Eyre, on behalf of One Voice Wales continues to act as the Council's independent Internal Auditory for the ensuing year. The Leader of the Majority Group paid tribute to the manner in which Nicola had performed this role to date.

CL16/010 Ex Officio Members of Council Committees

Councillor S Brooks reported that Councillor Tom Matthews had been appointed as Deputy Leader of the Majority Group. Councillor M Howell was stepping down due to a recent spell of ill health. Councillor Brooks expressed his gratitude and commitment to Councillor Howell during the last year. Councillor Brooks would continue to lead the Majority Group.

It was **resolved** that the Chairman and Vice-Chairman of the Council, together with the Leader and Deputy Leader of the Majority Group, be appointed to serve as ex-officio members, with the normal right to vote, on all council committees and sub-committees during their term of office.

CL16/011 Terms of Reference of Committees

Members reviewed the Terms of Reference for Committees, details of which had been included with the agenda. The Terms of Reference also explained the rules re quoracy.

Resolved that the Terms of Reference are approved.

CL16/012 Appointment of Members to serve on Council Committees

Resolved that the following members be appointed to serve on the following committees, until the next Annual Meeting of the Council.

a) Environment, Sustainability & Planning Committee (10 members)

Councillors SWJ Ashley, L Chaney, M Day, S Evans (Chair), WM Howell, R Seabourne (Vice-Chair), D Standing, WJ Walker, DJ Williams and TJ Winter

b) Events and Community Projects Committee (10 members)

Councillors L Chaney (Vice Chair), D Daniels, M Day J Davenne, S Evans, JC Powell, J Rees, R Seabourne, WJ Walker (Chair) and PJ Williams

c) Grants to Voluntary Organisations Committee (10 members)

Councillors SWJ Ashley, L Chaney, J Davenne, S Evans, M Johnston (Chair), JC Powell, J Rees (Vice Chair), WJ Walker, P Williams and TJ Winter

d) Policy & Finance Committee (10 members)

Councillors SWJ Ashley, D Daniels, M Day (Vice Chair), S Evans, WM Howell, M Johnston, R Kemp, WJ Walker, DJ Williams, TJ Winter

(Councillor TA Matthews, ex officio member was appointed to Chair the Policy & Finance Committee).

(Ex Officio Members will also sit on each Committee, as described above).

CL16/013 Appointment of Members to Serve on Outside Bodies

Resolved that the following appointments be made to serve until the next Annual Meeting of the Council.

1. Armed Forces Community Covenant Task Group
   Councillor TA Matthews (enquiries are being made by Councillor Matthews to establish if the Group is still standing)

2. Congress Theatre Company
   Councillor TJ Winter

(Councillors P Williams and T J Winter were nominated and seconded. Following a vote, Councillor T J Winter was elected).

3. CCYP Management Committee
Councillors SWJ Ashley, S Brooks, M Johnston, KK Manneh, TJ Winter

4. Friends of Bruchsal Society
Councillors S Brooks and DJ Williams

5. Friends of Bruschal Society Trust
Councillors KK Manneh and DJ Williams

6. Llantarnam Grange Arts Centre Management Committee
Councillor S Brooks

7. National Association of Councillors
Councillor S Brooks

8. One Voice Wales Larger Councils Network
Councillors TA Matthews and TJ Winter

9. Torfaen Access Forum
DJ Williams

10. Torfaen Aids for the Disabled
Councillor L Chaney

11. Torfaen Community Transport
No appointment made.

12. Torfaen County Association of Local Councils ("TCALC")
Councillors TA Matthews and TJ Winter

13. Torfaen Environmental Trust & Association
Councillor SWJ Ashley

14. Torfaen Museum Trust
Councillor TJ Winter

15. Gwent Valleys Partnership Area Committee One Voice Wales
Councillors TA Matthews and TJ Winter

16. Torfaen Local Councils Partnership Meeting
Councillors TA Matthews and TJ Winter

17. Greenmeadow & St Dials Community Association
Councillors L Chaney and KK Manneh

Signed ……
(Chair, Cwmbran Community Council)