

**PENCOED TOWN COUNCIL**  
**MINUTES OF the Annual General Meeting held on**  
**Sunday 6<sup>th</sup> May 2018**  
**Salem Chapel Vestry , Pencoed.**

Present Councillors: R Williams Town Mayor/Chair  
nt John McCarthy  
J. Butcher  
R. J. Hancock OBE,  
D. J. John BEM  
A. Williams  
Mrs J. Williams  
Mrs T. Lyddon  
Mrs M. Evans

In attendance: Geraint Thomas, Town Clerk ;

**7267 Apologies for absence and dispensation.**

Apologies were received from Cllrs. Mrs. M. Jones : J. Wallis

**7268 Declarations of Interest**

There were no declarations of interest

**7269 To confirm the minutes of the Annual General Meetings held on 10<sup>th</sup> May 2017**

The Minutes of the meetings of the above meetings were accepted as a true record

**7270 The Mayor to indicate the first business to be transacted**

The Mayor – Cllr J, McCarthy indicated that the first business was to appoint a Town Mayor for the Municipal Year 2018/19

**RESOLVED to accept**

7271 **The Mayor to deliver his annual Address**

The Mayor Councillor R. Williams delivered the following address;

The Mayoral year 2017-18

weather and the service was well attended by the local community with children from the local associations and schools wearing the sashes with the names of all those who gave their lives, whose names appear on the monument.

The turning on of the Christmas lights was a great success with Santa attracting a large crowd with a sing along with the Silver band and Norman orchestrating the singing in Salem chapel. Santa's grotto in the vestry was a great success (built by Andy) with a big demand to see Santa. The attendance was a lot bigger than we were expecting.

The Panto was moved to a new location which proved very popular with high attendance and parents enjoying a social drink at the event.

Over the Christmas period we had many mayoral events visiting schools concerts, Carol concerts and Christmas dinners. At the pensioners dinner they had had an excellent local singer, Natasha John, who had appeared on the Michael McIntyre show.

In January we attended the ATC winter ball where we had the honour of presenting prizes to members who had achieved excellent results.

A good afternoon was had by all at the sponsored Rugby match at Pencoed Rugby club with a victory for the local club.

We attended the Sony awards and were amazed what had been achieved by young people from difficult backgrounds to improve their communities and to gain confidence in them.

We attended a fund raising event at Tondu Cricket club organised by April care services to provide for a defibrillator for the town, and later we attended a small ceremony where the defib was presented and where we received instructions on how to use it. The defib is held in the garage which is open 24/7 to allow access to all.

The town Council working with board of conservators to return the Millenium woods to the board of conservators. The Town Council have paid for the path and steps to be built to allow safe access on the miner's path up on to the common. A plaque will be placed at the top to show that the work was carried out by Pencoed Town Council.

We have had one 90TH Birthday a Mrs Wyatt where we had lovely afternoon with her family who have lived here for over 50 years

- 7272 **To Receive nominations for the election of Mayor 2018/19**  
Only one nomination was received and was unanimously voted on in favour of Cllr D. John BEM being Town Mayor was 2018/19
- 7273 **Motion to be put regarding the appointment of Mayor for 2018/19**  
  
The motion was put and was unanimously voted on in favour of Cllr R. Williams being Town Mayor was 2018/19
- 7274 **Elected Mayor to take oath of Office**  
  
The elected Mayor Cllr D. John BEM took the oath of Office as Mayor which he signed and was countersigned by the Town Clerk. Mayoral chain of Office was presented to Cllr D. John BEM by the retiring Mayor R. Williams.  
  
Cllr D. John BEM took the Chair of the Town Council from this point on in the meeting
- 7275 **Elected Mayor to give vote of thanks on being appointed**  
Cllr D. John BEM gave a vote of thanks for being appointed as Mayor
- 7276 **To receive nominations for the position of Deputy Mayor 2017/18**  
Only one nomination was received for the office of Deputy Town Mayor 2018/19 being Cllr A. Williams
- 7277 **Motion to be put regarding the appointment of Deputy Mayor 2017/18**  
The motion was put and was unanimously voted on in favour of Cllr A. Williams being Deputy Town Mayor was 2018/19
- 7278 **Elected Deputy Mayor to give vote of thanks on being appointed**  
Cllr A. Williams gave a vote of thanks on being appointed
- 7279 **Elected Mayor to give vote of thanks to retiring Mayor**  
  
The Mayor Cllr D. John BEM delivered a vote of thanks to the retiring Mayor Cllr R. Williams

7280 **To consider the Mayoral Allowance for 2017/18**

The Mayor Cllr R. Williams vacated the Chair and left the meeting while this matter was discussed.

The Deputy Mayor Cllr D. John took the Chair .

Cllr R. Hancock OBE proposed that the Mayoral Allowance for 2017/18 be retained at £1200

The proposal was unanimously accepted and RESOLVED accordingly

The Mayor Cllr R. Williams was invited back into the meeting when he was informed by the Town Clerk of the resolution the the Mayoral Allowance was to be £1200 for the Municipal Year 2017/18

**Motion to adjourn the AGM until 6.30pm on Wednesday 9<sup>th</sup> May 2018**

**The motion was duly put to the meeting and resolved accordingly**

**Meeting stood adjourned till Wednesday 9<sup>th</sup> May 2018**

**Meeting ended @ 2.20pm**

7281 **To review Council Documents**

Standing Orders- The Town Clerk reported that there were some amendments to be made to Standing Orders and these would be undertaken and re-issued including typographical and reference to locations of meetings.

It was RESOLVED to accept the Town Clerk undertake the appropriate revisions and that the Public be informed via the next edition of the Hyphen

Financial Regulations – The Town Clerk stated that he considered that there was a need to consider including within Financial Regulations the matter of Councillors Remuneration in accordance with the Independent Remuneration Panel’s recommendation for Town and Community Councils.

Cllr R. J. Hancock OBE indicated that it had been the decision of the previous administration that All Pencoed Town Councillors should not be remunerated at all and that the money that could have been paid out would be better spent for the benefit of the community.

It was unanimously RESOLVED to continue the practice of the former administration and the Financial Regulations be amended accordingly. Furthermore it was RESOLVED to include any amendments which may become apparent following the Audit of Accounts for 2016/17

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Financial Risk Assessment- The Town Clerk recommended that the existing Financial Risk Assessment be accepted subject to any amendments being made on receipt of information from the Audit of accounts for 2016/17

It was RESOLVED to accept the Town Clerk’s recommendation accordingly

**7282 To appoint two internal Auditors(Scrutineers)**

It was RESOLVED that the Mayor and Deputy Mayor be the two internal Scrutineers .

**7283 To appoint Members to the Following Committees**

It was RESOLVED to appoint the following members as indicated to the relevant Committees

**Finance and General Purposes**

Councillors: R. J. Hancock OBE  
J. Wallis  
J. McCarthy  
Mrs M. Evans  
Mrs T. Lyddon  
Miss B. Sedgebeer

**Project Management**

Councillors: R. J. Hancock OBE  
D. John BEM  
R. Williams  
J. Butcher  
M. Evans  
A. Owen

**Planning**

Councillors: D. John BEM  
R. Williams  
J. Butcher  
Miss B. Sedgebeer  
Mrs. M. Jones  
A. Owen

**Regeneration**

Councillors: R. J. Hancock OBE  
D. John BEM  
A. Owen  
( Substitute Cllr R. Williams)

**7284 If approved the following sub-committees will be elected by the appropriate Committee as per Standing Orders**

It was resolved that representatives on the undermentioned sub-Committees be elected from the main Committees as per Standing Orders

Business, Admin & Policy  
Employment Sub- Committee  
Mayoral Events Sub - Committee  
Hyphen Sub – Committee  
Transport Sub-Committee

**7285 To consider that there be no meeting in August 2016 and Plenary Powers be given to the Mayor and Deputy Mayor in consultation with the Town Clerk**

It was RESOLVED to confirm that there be no meeting of the Council in August 2017 and that plenary powers be given to the Mayor and Deputy in consultation with the Town Clerk

**To appoint delegates to the following**

**7286**

It was RESOLVED that the delegates to the following outside bodies be as indicated

Coity Walia— Cllr A. Owen  
Town Twinning – Cllr Mrs M. Evans; Cllr Mrs T. Lyddon  
Town and Community Council’s forum- Cllr D. John BEM

Rockwool Woodland Learning Centre ) Cllr A. Owen  
Rockwool Residents Forum )  
Rockwool Residents meeting )



One Voice Wales & Larger Council Forum Cllr . J. McCarthy  
PACT – Cllr J. Wallis; Cllr Mrs J. Williams; Cllr Mrs M. Evans; Cllr.  
Mrs. T. Lyddon  
Youth Engagement Panel – Cllr Miss B. Sedgebeer  
Friends of Salem – Cllrs R. J. Hancock OBE; D. John BEM ; J.  
McCarthy

Welfare Hall Management Committee( see below)

In relation to the representation on the Welfare Hall Management Cttee ., Cllr R. J. Hancock OBE asked the Town Clerk if he would clarify the position of the Town Council and its relevance to the Welfare Hall in light of the Charity Commission Ruling / Advice received in 2016.

The Town Clerk clarified the position by quoting the following from the advice received and which had been accepted by the Town Council verbatim:

“the Town Council as a Body Corporate and Local Authority has no role whatsoever in the administration or governance of the charity”

Cllr. R. J. Hancock OBE proposed the motion that in light of the clarification from the Town Clerk this item be removed from the current Agenda and future Agenda.

The motion was duly seconded and put to the vote .

It was RESOLVED to delete reference to representation on the Welfare Hall Management Cttee from this Agenda and any future Agenda.

### **To Consider a calendar of meetings for 2017 – 2018**

**7287**

The Town Clerk issued a schedule of proposed meeting dates of the Town Council and its Committees for the ensuing Municipal Year. He indicated that there may be changes to dates on a needs arising basis.

It was resolved to accept the Calendar of meeting dates for 2017 – 2018 as issued

### **Civic Service 2017**

The Town Clerk reported that the provisional date of the Civic Service was to be 10<sup>th</sup> September 2017. However, following further advice this date was not now considerate appropriate.

It was now likely that the Civic Service this year would now be towards the end of September 2017 or early October 2017

The Mayor indicated that the change of date from May ahd been necessary because of the Election and that the earliest the Rector – Rev. Ian Hodges to undertake the Civic Service would after August 2017 due to his sabbatical

Next year the Civic Service will revert back to May

It was RESOLVED that the Mayor and Town Clerk deal with this matter and agree a suitable date for the Civic Service

Meeting ended at 7.45pm