

**PENCOED TOWN COUNCIL**  
**MINUTES OF the Annual General Meeting held on**  
**Wednesday 8th May 2019**  
**Salem Chapel Vestry , Pencoed.**

Present Councillors:

D. J. John BEM Town Mayor/Chair  
R Williams  
John McCarthy  
A. Owen  
J.Ryan  
R. J. Hancock OBE,  
Mrs. M. Jones  
G.Lewis  
L.Fletcher  
Mrs T. Lyddon  
Mrs M. Evans  
Miss B. Sedgebeer

In attendance: Geraint Thomas, Town Clerk ;

7639 **Apologies for absence and dispensation.**

Apology was received from Cllr J. Butcher

7640 **To confirm the minutes of the Annual General Meetings held on 6<sup>th</sup> & 9<sup>th</sup> May 2018**

The Minutes of the above meetings were accepted as a true record, subject to Cllr B. Sedgebeer being included as attending the meeting on the 9<sup>th</sup> May 2018

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

7641

The Mayor – Cllr D. John BEM indicated that the first business was to appoint a Town Mayor for the Municipal Year 2019/20

RESOLVED to accept

7642 **The Mayor to deliver his annual Address**

The Mayor Cllr D. John BEM delivered the following address;

How can I best describe my Mayoral Year?

It has certainly been a period of change, particularly as far as the Town Council is concerned.

Resignations, bye-elections, co-options all adding up to changing the Council's make-up.

It was also a period when, on two occasions, I was introduced to the Local Ombudsman through the generosity of a Mr. Morris and Mrs. Hillman who accused me of misusing my position as a member of Pencoed Town Council; its Mayor and as Clerk to the Conservators of the Coity Wallia Common.

I am glad to say that the Ombudsman, in his wisdom, coupled with circumstances surrounding the accusations, decided not to investigate the complaints.

Unfortunately, in January 2019 I contracted a notifiable virus called Hepatitis E necessitating a stay in hospital and a long period of recovery at home and I would like to take this opportunity of thanking the Clerk and the members of the Council for their help and visits during my indisposition.

Coming to my Mayoral Year's activities.

The usual civic services, golden weddings, 90<sup>th</sup> birthdays and concerts made up the normal year, the highlight however was the official opening of the Pencoed Primary School.

The new school is a fine example of thoughtful architecture and incorporates all the modern facilities to make the pupils' learning processes so much attractive and productive.

Sadly, the old school buildings were to disappear to make way for a housing development. The buildings themselves had dominated Pencoed's landscape for so many years and had played such an important part in developing many childrens' lives on their journey into adulthood and my earliest recollection of the complex was as a pupil in the infants section in 1935.

One of my last duties was the cutting of a tape at the new Starbucks Coffee Centre. Members of the Town Council and the local MP were also present and before the tape cutting ceremony we were treated to a coffee testing experience which was quite unusual.

My thanks to the Deputy Mayor for he help during the year, albeit a short one, and to the Clerk and Leader.

On the charity front Members will be aware of Pam's vision

- 7643 **To Receive nominations for the election of Mayor 2019/20**  
Only one nomination was received for the position as Town Mayor was 2019/20, namely Cllr B. Sedgebeer.
- 7644 **Motion to be put regarding the appointment of Mayor for 2019/20**  
  
The motion was put and was unanimously voted on in favour of Cllr B. Sedgebeer being Town Mayor was 2019/20
- 7645 **Elected Mayor to take oath of Office**  
  
The elected Mayor Cllr B. Sedgebeer took the oath of Office as Mayor which she signed and was countersigned by the Town Clerk. Mayoral chain of Office was presented to Cllr B. Sedgebeer by the retiring Mayor Cllr D. John BEM.  
  
Cllr B. Sedgebeer took the Chair of the Town Council from this point on in the meeting
- 7646 **Elected Mayor to give vote of thanks on being appointed**  
Cllr. B. Sedgebeer gave her thanks for being appointed as Mayor
- 7647 **To receive nominations for the position of Deputy Mayor 2019/20**  
Only one nomination was received for the office of Deputy Town Mayor 2019/20 being Cllr Mrs T. Lyddon
- 7648 **Motion to be put regarding the appointment of Deputy Mayor 2019/20**  
The motion was put and was unanimously voted on in favour of Cllr Mrs T. Lyddon being Deputy Town Mayor was 2019/20
- 7649 **Elected Deputy Mayor to give vote of thanks on being appointed**  
Cllr T. Lyddon gave her thanks on being appointed
- 7650 **Elected Mayor to give vote of thanks to retiring Mayor**  
  
The Mayor Cllr B. Sedgebeer delivered an appropriate vote of thanks to the retiring Mayor Cllr D. John BEM

7651 **To consider the Mayoral Allowance for 2017/18**

The Mayor Cllr B. Sedgebeer vacated the Chair and left the meeting while this matter was discussed.

The Deputy Mayor Cllr Mrs T. Lyddon took the Chair .

Cllr R. Hancock OBE proposed that the Mayoral Allowance for 2019/20 be retained at £1200

The proposal was unanimously accepted and **RESOLVED** accordingly

The Mayor Cllr B. Sedgebeer was invited back into the meeting when she was informed by the Town Clerk of the resolution that the Mayoral Allowance was to be £1200 for the Municipal Year 2019/20

7652 **To review Council Documents**

**Standing Orders-** The Town Clerk reported that there were no amendments being proposed to be undertaken in respect to Standing Orders.

**RESOLVED** to accept the advice of the Town Clerk

**Financial Regulations** – The Town Clerk reported that there were no amendments being proposed to be undertaken in respect to Financial Regulations.

**RESOLVED** to accept the advice of the Town Clerk, subject to any outcome from the Internal / External Audit of accounts

Financial Risk Assessment- The Town Clerk indicated that the Chairman of Finance had some points to be included in the Risk assessment:

Land acquisition via Cat Transfer

Skatepark indemnity etc

Insurance in general

Premises acquisition via CAT Transfers and long term commitments

Any information necessary /raised as part of the Audit of accounts for 2018/19

It was **RESOLVED** to accept the changes and the Town Clerk to update the existing risk assessment accordingly and re-issue.

**7653 To appoint two internal Auditors(Scrutineers)**

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

**7654 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

G. Lewis  
Mrs M. Evans  
J. Ryan  
D. John BEM  
R. Williams

**Project Management**

Councillors: R. J. Hancock OBE

R. Williams  
J. Butcher  
Mrs M. Evans  
A. Owen  
T. Lyddon

**Planning**

Councillors: D. John BEM

R. Williams  
T. Lyddon  
B. Sedgebeer  
Mrs. M. Evans  
A. Owen

**7655 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  
Transport Sub-Committee  
Communications Sub-Committee

7656 **To consider that there be no meeting in August 2019 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 2019 and that plenary powers be given to the Mayor and Deputy in consultation with the Town Clerk

7657 **To appoint delegates to the following**

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

Coity Walia— Noted that Cllr J. McCarthy had a sabbatical whilst being Mayor Of BCBC . :Cllr, J. McCarthy be re-elected along with Cllr A. Owen

Town Twinning – No representation due to Health and Safety reasons

Town and Community Council's forum- Cllr Mrs T. Lyddon

Rockwool Woodland Learning Centre ) Cllr A. Owen

Rockwool Residents Forum )

Rockwool Residents meeting )

(Town Clerk to query the reason as to there being no recorded meetings held by Rockwool,during 2018/19 where the Council's representative attended.)

One Voice Wales & Larger Council Forum Cllrs Mrs.M. Evans and Mrs.T. Lyddon ( Substitute Cllr J. McCarthy)

PACT – no longer in existence

Youth Engagement Panel – Cllr B. Sedgebeer

Friends of Salem – Cllrs R. J. Hancock OBE ( Trustee); D. John BEM (Trustee); J. McCarthy ( Council's Representative)



**END OF YEAR ACCOUNTS 2018/19**

7658

The Town Clerk indicated that the end of year accounts for 2018/19 were now with the Internal auditor

**RESOLVED** to confirm the action of the Town Clerk and to endorse the completion of the required annual statements by the Town Clerk .

**To Consider a calendar of meetings for 2019 – 2020**

7659

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 2019 – 2020 as issued

**Civic Service 2019**

7660

The Town Clerk indicated that circulated at the meeting was a Personal invitation from the Mayor Cllr B. Sedgebeer to attend her Civic Celebration on Sunday 2<sup>nd</sup> June 2019. Details of attendees to be notified to the Town Clerk .

**RESOLVED** to note with thanks

Meeting ended at 7.00pm