



Llanharry Community Council
Cyngor Cymuned Llanhari

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06 May 2025

Dear Councillor,

I wish to confirm that the **HYBRID ANNUAL MEETING** of LLANHARRY COMMUNITY COUNCIL will be held at 7.15 p.m. WEDNESDAY 14th MAY 2025 AT THE AMBULANCE HALL, BIRCHGROVE, LLANHARRY.

Yours faithfully

For and on behalf of the Chairman

G Lewis

Gill Lewis

Clerk

<https://us02web.zoom.us/j/82635844200?pwd=HCEghL9EeOp89d0ZOVZKpTtdxJ97YX.1>

Meeting ID: 826 3584 4200

Passcode: Contact Clerk

One tap mobile

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AGENDA

1. Election of Chair.
2. Appointment of Vice-Chair.
3. To receive declarations of Acceptance of Office.
4. To receive any apology for absence from the meeting.
5. To receive disclosures of personal interest and the nature thereof.
6. Consideration of fixing the Chairs allowance (maximum £1,500).
7. To confirm and sign the Minutes of the previous Annual Meeting held on 15 May 2024.
8. Appointment or re-appointment of Members to serve on outside bodies.
 - a. Police Consultative Committee. (Chair)
 - b. School Governor – Llanhari Primary School. (Councillor J Dilworth)
 - c. Allotment and Recreation Ground Charity, Ystradowen (Clerk)
9. Appointment or re-appointment of any standing Committees or Sub-Committees:
 - Audit.
10. Review of Standing Orders and Financial Regulations.
11. Review of Current Policies & Internal Controls Documentation:
 - GDPR documentation:
 - Statement of Internal Controls
 - Privacy Policy
 - Document Retention Policy
 - Data Protection Impact Assessment
11. Review of Council Charges.
 - a. Burials/Memorials.
12. Review of payments to Councillors:
 - a. Payment for extra costs of working from home - £156 for costs incurred in carrying out the role of councillor (heating, lighting, power, broadband, etc.) - **mandatory**;
 - b. Set payment for consumables- £52 or reimbursement for consumables - **mandatory**;
 - c. Senior Role - consideration of an annual payment for up to three members in recognition of specific responsibilities;
 - d. consideration of the annual provision of a payment to the Vice Chair (up to £500) to undertake the functions of that office.
 - e. consideration of reimbursement for attendance allowance;
 - f. consideration of payment of financial loss compensation, where such loss has actually occurred, for attending approved duties;
 - g. consideration of reimbursement of subsistence expenses for a particular duty requiring an overnight stay and payments in respect of travel costs for attending approved duties;
 - h. reimbursement of necessary costs for the care of dependent children and adults (provided by formal and informal carers) and for personal assistance needs.
(Reimbursement must be for the additional costs incurred by members in order for them to carry out approved duties and shall only be made on the production of receipts from the carer) – **mandatory**.
13. Review of Wages.
14. Consideration of the dates, times and place of ordinary meetings of the full Council for the year ahead.
15. Delegation or renewal of functional power to the Clerk/Responsible Financial Officer.
16. In pursuance of the smooth running of the Council business, the Clerk has the authority to act on behalf of the Council at her discretion.