



KILLAY COMMUNITY COUNCIL

(CYNGOR CYMUNED CILÂ)

ANNUAL GENERAL MEETING – MAY 2018

*Siloam Chapel Hall
Wednesday 23rd May 2017
7.00pm*

Present

Councillor Nigel Fletcher	Councillor Peta Walsh
Councillor Sue John	Councillor W John
Councillor T Lewis	Councillor Joanne Fitton
Councillor Jim Robinson	Councillor Mary Idris
Councillor Martin Quaile	Councillor Jeff Jones
Councillor Dudley Vyse	Councillor Jan Evans
Clerk to the Council Mrs Sue Bagley	

1. Declaration of Acceptance of Office

Declaration of Acceptance of Office forms were completed, signed by Councillors and the Clerk as required. Register of interest were also signed.
The Clerk opened the meeting and welcomed all to KCC Annual General Meeting.

1. Apologies for absence (received from)

Cllrs Edmund Sides; Jackie Rose; Lowrie Orchard

2 Election of Chairman

The Clerk requested proposal for Chair of KCC .
Councillor Nigel Fletcher was unanimously elected as Chairman of Killay Community Council having been proposed by Councillor Sue John, seconded by Cllr B John and approved by full Council. Councillor Fletcher took over the chair.

3. Election of Vice Chairman

Councillor Jim Robinson was unanimously elected as Vice Chairman having been proposed by Councillor Peta Walsh, seconded by Cllr Tyrone Lewis and approved by full Council.

4. Election of Responsible Financial Officer and appointment of Internal Auditor.

Clerk to the Council Mrs Sue Bagley was unanimously re- elected Responsible Financial Officer for Killay Community Council.
Mr Ronald Dolbear was appointed as Internal Auditor.

5. Election of Finance Committee

Cllr Nigel Fletcher, Cllr Jim Robinson, Cllr Sue John , Cllr Jeff Jones and Mrs Sue Bagley (Clerk) were elected to the Finance Committee and will be carrying out the internal audit function as per Audit and Account Regulations 1996.

6. Election of Councillors for:

(a) **Planning Committee**

Cllrs Peta Walsh; Joanne Fitton; Edmund Sides

(b) **Social Media & Marketing Committee**

Cllrs Jim Robinson; Bill John; Joanne Fitton

(c) **Gardening Committee**

Cllrs Jan Evans; Sue John; Peta Walsh; Mary Idris

(d) **Entertainments Committee**

Full Council

(e) **Footpaths Committee**

Cllrs Mary Idris; Jackie Rose; Dudley Vyse.

Sub-committees are to appoint their own chair-person and notify Full Council at the June meeting.

7. Election of Two Delegates to the Town & Community Council Forum.

Cllrs Nigel Fletcher; Tyrone Lewis

8. Presentation of Annual Financial Report.

The Clerk Mrs S Bagley has previously distributed the Bank Reconciliation and accounts to all Councillors. **Clerk Salary** - during the course of completing the Annual Accounts it transpired that the Clerk had been overpaid by a sum of £120.55. This was due to three changes of tax coding from. KCC voted to accept the over-payment and record it as an adjustment to the 2017/18 accounts. Cllr Fletcher highlighted and explained the reasons for actual expenditure exceeding budget for Street lighting, Maintenance and Christmas events.

Approval of end of year accounts 1st April 2017 - 31st March 2018.

These figures were approved by full Council, dated and signed by Councillor Nigel Fletcher (Chair).

The Clerk will now present the Accounts to the internal Auditor for reconciliation prior to being sent to the External Auditors BDO.

9. Signing of Declaration of Office by all Councillors.

Declaration of Acceptance of Office forms were completed, signed by Councillors and the Clerk as required. Register of interest for 2018 were signed by all Councillors.

There being no further business the meeting closed at 7.26 pm

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.....Signed.

23rd May 2018 (Chair)