



# KILLAY COMMUNITY COUNCIL

(CYNGOR CYMUNED CILÂ)

**ANNUAL GENERAL MEETING – May 2023**  
**7.00 pm Multi-location meetings**

*Wednesday 24<sup>th</sup> May 2023*

## **Attendance in person**

Councillor Nigel Fletcher	Councillor Peta Walsh
Councillor Sue John	Councillor Mary Idris
Councillor Joanne Fitton	Councillor Sara Gee
Councillor Jim Robinson	Councillor Bethany Rowe
Clerk to the Council Mrs Sue Bagley	

## **Attendance remotely**

Councillor Edmund Sides	Councillor Tom Fitton
Councillor Rhiannon Barrar	

Due to a technical issue the AGM commenced at 7:05pm.  
The Clerk, Mrs Sue Bagley, opened the meeting. Prior to the start she thanked the outgoing Chairman Cllr Nigel Fletcher for his hard work and help he has given to her over the past year.

## **1. Apologies for absence (received from)**

Councillors Bill John, Dawn Morse, Jan Evans, Linda Aubrey

## **2 Election of Chairman**

The Clerk requested proposals for Chair of KCC.  
Councillor Nigel Fletcher was nominated and proposed unanimously by all Councillors as Chairman of Killay Community Council - Councillor Fletcher took over the chair.  
Cllr Fletcher thanked Councillors for their vote of confidence in him being elected for an eighth term as chairman. He explained that, after seven years, the role hasn't become any easier, especially with an increase in legislation over recent years coupled with the demands of chairing multi-location meetings. However, to receive thanks and praise from residents at recent Coronation weekend functions makes the job rewarding.

## **3. Election of Vice Chairman**

Councillor Jim Robinson was unanimously elected as Vice Chairman having been approved by full Council.

#### **4. Election of Responsible Financial Officer**

Mrs Sue Bagley was appointed as Responsible Financial Officer.

#### **5. Appointment of Internal Auditor.**

Mr Ron Dolbear was appointed as KCC Internal Auditor

#### **6. Election of Finance Committee**

Cllr Nigel Fletcher (Chairman), Cllr Jim Robinson (Vice chairman), Cllr Sue John and Cllr Joanne Fitton were elected to the Finance Committee and will be carrying out the internal audit function as per Audit and Account Regulations 1996, plus major financial decisions prior to approval by full Council. Mrs Sue Bagley (Clerk) serves on the Finance Committee as Responsible Financial Officer.

#### **7. Election of Councillors for:**

**(a) Planning Committee (4 Councillors)**

Cllrs Joanne Fitton; Sara Gee & Mary Idris. One vacancy to be filled.

**(b) Social Media & Marketing Committee (5 Councillors)**

Cllrs Jim Robinson; Tom Fitton; Mary Idris, Bethany Rowe. One vacancy to be filled.

**(c) Gardening Committee (4 Councillors)**

Cllrs Jan Evans; Sue John; Peta Walsh; Dawn Morse

**(d) Public Rights of Way Committee (4 Councillors)**

Cllrs Rhiannon Barrar; Sara Gee, Bethany Rowe. One vacancy to be filled.

Sub-committees are to appoint their own chairperson and notify Full Council at the June meeting. Any additional members to each committee can be added at the next meeting.

#### **8. Appointment of Youth Representative**

Mr Harry Coles applied prior to the May meeting for one of two vacant positions for a Youth Representative. Following Mr Coles' attendance and contribution at the May meeting, he was appointed without further questions.

The position for the second vacancy will continue to be advertised.

#### **9. Election of Two Delegates to the Town & Community Council Forum.**

Democratic Services have started to resume Town & Community Forum meetings.

Democratic Services will advise Town & Community Councils of the schedule of meetings in due course.

Cllr Fletcher will be one delegate. However, Cllr Fletcher proposed that other Councillors attend the forum meetings as appropriate depending upon the items to be discussed and their relevance. If the Town & Community Council forum meetings are multi-location, there will be no limit on attendees.

#### **10. Signing of Declaration of Office by all Councillors.**

The Declaration of office was issued to all Councillors present, who returned signed copies to the Clerk. Those Councillors that were absent will sign and return to the Clerk in due course.

### **11. Acceptance of 2022/2023 annual financial report Clerk/Chair)**

The provisional balance sheet was presented to the meeting. Due to other commitments and no deadline provided by the Wales Audit office for the annual return to be made, the Internal Auditor had been unable to complete the internal audit prior to the AGM.

Provisional balance sheet:-

Opening balance 1/4/22	£12,526.29
Receipts	£25,003.27
Expenditure	£25,966.11
Closing balance 31/3/23	£11,563.45

The over-spend of £963 was in line with budget and a plan to reduce the reserves.

The 2022/2023 Welsh Government Audit is due to go to the Auditors as soon as the Welsh Audit Office gives a firm date for submission.

### **12. Acceptance of annual report**

The Annual Report 2022/23, prepared by Cllr Fletcher which has been circulated to all Councillors was accepted. The annual report will be made available on the website and a link put on Facebook.

### **13. School Governors**

Both school governors are part way through a fixed term of office.

For the record Cllr Fitton is Governor of Dunvant Junior School and Cllr Barrar is Governor of Hendrefoilan Primary School.

The AGM closed at 7:25pm

**Killaycommunitycouncil.com**

.....Signed.  
**28<sup>th</sup> June 2023 (Chair)**