

County Borough of Caerphilly  
**Nelson Community Council**

**MINUTES OF THE ANNUAL MEETING OF THE COMMUNITY COUNCIL  
HELD ON Thursday 13th May 2021 at 7.00pm via Zoom**

Present:

Cllr. L Dufty Chairman  
Cllr. B Miles  
Cllr. R Powell  
Cllr. S Morgan  
Cllr. A Gray  
Cllr E Dafydd  
Cllr. G Davies

Tony White (Clerk)

Apologies for Absence:

**How we will use your information**

*Nelson Community Council is committed to transparency and as such will include a list of all attendees at its meetings.*

*Those individuals that attend Council meetings/speak/ask questions or give evidence will be named in the minutes of that meeting. Where appropriate this will include their opinions expressed, evidence provided, questions asked plus any other relevant information.*

*Minutes of Meetings including details of speakers (except for discussions involving confidential or exempt items) will be publicly available to all via the Council website at..... [www.nelson-mid-glam.gov.uk/Nelson-CC](http://www.nelson-mid-glam.gov.uk/Nelson-CC)*

**Declarations of Interest:**

*Members should make their declarations of personal or prejudicial interests at the start of the meeting for Agenda items when they are aware beforehand that these apply, or otherwise do so either before or during discussion (as is most appropriate) if they become aware that any such interests may relate to a matter then being considered.*

**2654 Apologies for Absence accepted:**

No apologies

**2655 To review the minutes of the General Meeting held on 12th November 2020**  
(previously approved)

**2656 Election of Chairperson**

The Clerk explained that due to the COVID restrictions last year Community Councils could not hold their Annual Meetings in May and dispensation had been given to allow the Chair to remain in office for the extended period and the Annual meeting to be deferred as long as it was held before the end of December 2020 and Cllr Dufty had fulfilled the duties during that period and did not want to be considered for the following year.

Members (nominated Cllr Gray, Seconded Cllr Davies) Cllr Powell for Chair. As there were no further nominations Cllr Powell was duly elected.

**Cllr Powell was advised that he needs to sign the declaration of acceptance of office as Chairman and return to the Clerk.**

The incoming chairman passed on his thanks to the former Chair and to all Members for their support.

**2657 Appointment of Vice-Chairman**

Nominations for Vice-Chairman were opened with proposal for Cllr Miles received.

As there were no further nominations Cllr Miles was duly elected to the post of Vice- Chair.

(declaration is not required for Vice- Chairman).

**2658 To make Declarations of Interest (all Members) in the presence of the Clerk and Proper Office**

All Members were advised they need to sign the declarations of interest and return to the Clerk

**2659 Agree meeting Schedule for 2020/21 (omitted from the Agenda)**

2<sup>nd</sup> Thursday of each month, excluding August

**2660 Consider Risk Assessment**

Members approved the Risk Assessments

**2661 Consider Standing Orders (NALC 2018)**

Members approved the Standing Orders (NALC 2018)

**2662 Consider Re-approving Financial Regulations (OVW 2018)**

Members approved the Financial Regulations (OVW 2019)

**2663 Consider the Code of Conduct**

Members approved the Model Code of Conduct (same as CCBC)

**2664 Setting of Allowances and Appointments to Committees and Sub-Committees**

- a It was resolved that the Chairpersons allowance is set at £300.00 in line with the budget of 2020/21, payable upon chairman's request.
- b It was resolved that the sum of up to £1,000 be set aside for use by the Chairman for the purpose of courtesy visits and the like.
- c Members allowance of £150 per annum (to cover expenses) has been set by the Remuneration Panel and will be paid to all Members unless the Clerk is informed to the contrary. Members were advised that they need to submit an individual pro-forma expressing their acceptance/declining the payment.
- d Consider any other allowances (none were suggested)

**2665 Consider Representation on External Organisations/Sub Committees**

- i. Caerphilly County Borough Council and Community Councils Joint Liaison Committee –Cllr. Gill Davies and Cllr Ann Gray plus Clerk to represent.
- ii. Community and Town Councils Liaison Committee –,Cllr. Gill Davies and Cllr Ann Gray plus Clerk to represent.
- iii. Activities Sub-Committee – all Members to participate as appropriate.
- iv Appointments Sub-Committee –Chairman, Vice Chairman, Plus 2 additional Members (to be agreed when required).
- v CCBC Standards Committee appointed from Community Council Liaison.
- vi Governor Llancaeath Junior School - Cllr Laura Dufty.
- vii Governor Llanfabon Infants School - Cllr Rod Powell.
- viii One voice Wales - Cllr Ann Gray and Cllr Laura Dufty
- ix Nelson Community Centre - Cllr Laura Dufty

*Meeting closed at 7-30 p.m.*

*Annual Meeting 13<sup>th</sup> May 2021*

**signed.....CHAIRMAN**