

PENYFFORDD COMMUNITY COUNCIL

ANNUAL GENERAL MEETING (HYBRID) – 18TH MAY 2022

A G E N D A

1. Election of Chairman for the year 2022/23.

To elect a Chairman for the Council year 2022/23 and to invest him/her with the Chain of Office and to receive the Chairman's Declaration of Acceptance of Office.

2. Election of Vice Chairman for the year 2022/23.

To elect a Vice Chairman for the Council year 2022/23 and to receive the Vice Chairman's Declaration of Acceptance of Office.

3. To Receive Signed Declarations of Acceptance of Office from all Members.

4. Apologies

5. Appointment of members to the following outside bodies.

- Penyffordd Tennis Club
- Flintshire County Forum
- St Johns the Baptist, School Governor
- Penyffordd War Memorial Institute
- Hanson Cement Liaison Committee
- Ysgol Penyffordd, Minor Authority Governor (vacancy)
- One Voice Wales
- PPD Community Hwb

6. Working Groups

- i. To review the current Working Groups and approve the Procedures for each of the Working Groups.
 - Community Engagement
 - Infrastructure
 - Environment
 - Community Centre
- ii. To appoint members to the approved Working Groups.
- iii. To elect a Chairman and Secretary for each Working Group.

7. Policies and Procedure Documents

- i. To review and adopt the following:
 - CCTV Policy
 - Data Protection Policy
 - Internal Financial Controls
 - Model Code of Conduct
 - Model Local Resolution Policy
 - Press & Media Policy
 - Risk Assessment
 - Social Media Policy
 - Complaints Procedure
 - Freedom of Information Scheme
 - Investment Statement
 - Model Financial Regulations
 - Multi Location Meeting Procedures (New)
 - Retention Policy
 - Scheme of Delegation (New)
 - Standing Orders
- ii. To review and consider adopting the new Staffing Policies:
 - Disciplinary Policy
 - Grievance Policy
 - Equality, Diversity & Inclusion Policy
 - Health & Safety Policy

8. Social Media Admins

To appoint members to assist with the administration of social media (website and facebook).

The public and press are cordially invited to be present. Should you wish to view this meeting on Zoom, please email the Clerk to request the meeting ID clerk@penyfforddcouncil.org or call 01244 537032 before 5pm on the day of the meeting.

11/05/2022

9. Independent Remuneration Panel for Wales

To review the Attendance Allowance (Determination 49) within the [IRPW Annual Report 2022/23](#) and decide by formal resolution of the council whether this will be adopted for 2022/23.

10. Asset Register

To review the Council's current Asset Register.

11. Community Council Insurance Policy

To report on the Council's Insurance Policy renewed as from 1st June 2022.

12. 2022/23 Meeting Dates

To approve the dates for the 2022/23 meetings.

8th June 2022	13 th July 2022	August 2022 – No Meeting	7 th September 2022
12 th October 2022	9 th November 2022	7 th December 2022	11 th January 2023
8 th February 2023	8 th March 2023	12 th April 2023	10 th May 2023

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