

PEN-Y-FFORDD COMMUNITY COUNCIL

Minutes of the Virtual Annual Meeting held in the War Memorial Institute on Wednesday 9th September 2020

Present by Video: Councillors Mr A Wight (Chairman), Mr R Bestwick (Vice Chairman), Mr J Priddin, Mr D Williams, Mr R Wakelam, Mrs M Jones, Mrs P Ransome, Mr M Rothero, Mr D Walker, Mr P Blackman, Ms C Hinds and Mr A Bakewell (Youth Representative)

In attendance Mrs S Hughes, Clerk & RFO to the Council

By Video:

In accordance with The Local Authorities (Coronavirus) (Meetings) (Wales) Regulations 2020, the Regulations enable the annual meetings of principal and community councils in 2020 to be held on such day in 2020 as the proper officer may determine.

54. Election of Chairman for the year 2020/21

The Chairman nominated Cllr R Bestwick and invited further nominations for the election of Chairman of the Council for 2020/21. It was proposed by Cllr Wight and unanimously agreed that Cllr R Bestwick be elected as Chairman for the year 2020/21.

The Chairman confirmed that he will liaise with the new Chairman and Vice Chairman to arrange a smooth handover.

RESOLVED: Councillor R Bestwick be elected Chairman of the Council for 2020/21. Councillor Bestwick took the Chair, made and signed the declaration of acceptance of office.

55. Election of Vice Chairman for the year 2020/21

The Clerk reported that she had received three expressions of interest for this role:

Cllr Mark Rothero	-	proposed Cllr Wight, seconded Cllr Wakelam
Cllr Jeff Priddin	-	proposed Cllr Walker, seconded Cllr Blackman
Cllr Pat Ransome	-	proposed Cllr Jones, seconded Cllr Hinds

The first vote was taken and with no majority vote, the member with the least votes was removed which was Cllr Priddin. A second vote was then taken whereby Cllr Rothero received the majority vote.

RESOLVED: Councillor Mark Rothero be elected Vice Chairman of the Council for 2020/21. Councillor Rothero will liaise with the Clerk to sign the declaration of acceptance of office before the October meeting

56. Apologies

There were no apologies received.

**6.50pm Cllr Rothero left the meeting.

57. Committees

To consider the existing Committee of the War Memorial Refurbishment Project, appoint members onto this committee and review and approve the Terms of Reference.

RESOLVED: the Committee will remain until the project has been completed and the ToR approved. Members of the Committee are as follows: Cllrs C Hinds, D Williams, J Priddin, M Jones, P Blackman, R Bestwick, R Wakelam and P Ransome.

58. Appointment of members to outside bodies.

Members to outside bodies were reviewed.

RESOLVED:

- | | |
|-------------------------------------|-----------------------------------|
| • Penyffordd Tennis Club | Cllrs Williams, Rothero and Jones |
| • Hanson Cement Liaison Committee | Cllrs Priddin, Wakelam and Jones |
| • Flintshire County Forum | Cllrs Walker and Priddin |
| • Ysgol Penyffordd, School Governor | Cllr Ransome |

- St Johns the Baptist, School Governor
- One Voice Wales

Cllr Wakelam
Cllr Walker

59. Working Groups

- A revised working group structure was considered as was the appointment of members to the following Working Groups (Working Groups do not have any delegated powers).
 - The Council considered the appointment of a Chairman for each Working Group to co-ordinate the meetings when necessary.
 - The proposed Procedures of the Working Groups were reviewed by the council and approved.
- i. **RESOLVED:** the council approved the following Working Groups, members and Chairs. The Council also approved the Procedures which are to be adhered to by the below Groups.

Working Group	Members	Chairman
Community Engagement	Cllrs Rothero, Blackman, Williams, Ransome and Hinds	Cllr Blackman will co-ordinate the first meeting.
Environment	Cllrs Bestwick, Williams, Blackman, Ransome and Hinds	Cllr Bestwick will co-ordinate the first meeting.
Infrastructure	Cllrs Walker, Blackman, Williams, Ransome, Hinds, Priddin and Wakelam	Cllr Williams will co-ordinate the first meeting.
Community Centre	Cllrs Walker, Priddin, Hinds, Williams, Ransome and Jones	Cllr Williams will co-ordinate the first meeting.

60. Policies and Procedure Documents

The following documents had been circulated by the Clerk prior to the meeting. The Chair asked the Council if these had been reviewed and if any amendments were proposed.

- | | |
|--|---|
| <ul style="list-style-type: none"> • Model Code of Conduct • Standing Orders • Complaints Procedure • General Data Protection Policy • Internal Financial Controls • Freedom of Information Scheme • Investment Statement | <ul style="list-style-type: none"> • Formal Risk Assessment • Social Media Policy • CCTV Policy • Model Local Resolution Policy • Retention Policy • Model Financial Regulations (not included as was reviewed June 2020) |
|--|---|

The Clerk informed members of the one modification that was required to be considered.

- ~~Social Media Policy 4.1 —All staff and elected members are permitted to post material on a social media website in the name of the Council and on its behalf in accordance with the rules and scope of this policy.~~
Appointed Members are only permitted to post material on a social media website in the name of the Council and on its behalf in accordance with the rules and scope of this policy. The only exception to this is when a response is required to make a correction to a factual incorrect statement or post.

RESOLVED: the Council approved the amendment to 4.1 of the Social Media Policy and all other policies and procedures were approved and adopted by the council.

61. Asset Register

A copy of the Asset Register dated 31 March 2020 and reviewed July 2020 had been circulated by the Clerk prior to the meeting

RESOLVED: the Asset Register dated 31 March 2020 be received and approved.

62. Community Council Insurance Policy

The Council are in a Long Term Agreement with Zurich until 2022. The insurance policy was renewed from 1st June 2020 - £1669.73.

RESOLVED: the Council approved the renewal with Zurich as above.

63. 2020/21 Meeting Dates

To approve the dates for the 2020/21 meetings.

10th June 2020
9th September 2020
9th December 2020
10th March 2021

8th July 2020
14th October 2020
13th January 2021
14th April 2021

August 2020 – No Meeting
11th November 2020
10^h February 2021
12th May 2021

RESOLVED: for the above to be the dates of the 2020/21 Council Meetings.

Chair.....14th October 2020