

TONYREFAIL & DISTRICT COMMUNITY COUNCIL
CYNGOR CYMUNED TONYREFAIL A'R CYLCH

Mrs. PAULINE WILLIAMS
CLERK
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c/o TRANE CEMETERY
GILFACH ROAD,
TONYREFAIL, PORTH,
R.C.T. CF39 8HL

11th May 2017

Dear Councillor,

Please be advised that the **ANNUAL MEETING** of the Tonyrefail & District Community Council will be held on **THURSDAY 18th MAY 2017** at **THE COUNCIL OFFICE, TRANE CEMETERY GILFACH ROAD, TONYREFAIL**, commencing at **6.30 p.m.**

Yours sincerely,

P. Williams
Clerk to the Council

AGENDA

1. **Appointment of Chairman** for the ensuing year.
 - 1.1 To receive the Chairman's 'Declaration of Acceptance of Office', or, if not then received to decide when it shall be received.
2. **Appointment of Vice Chairman** for the ensuing year.
 - 2.1 To receive the Vice Chairman's 'Declaration of Acceptance of Office' or, if not then received to decide when it shall be received.
3. **To receive: Apologies for absence:**
 - a). Apologies submitted
 - b). Apologies not submitted
4. **To receive Disclosures of Personal Interest from Members** in accordance with the Code of Conduct.

Members are requested to declare any personal and/or prejudicial interests that they may have in matters to be considered at this meeting in accordance with the Local Authorities Code of Conduct Order (Wales) Order 2008.

5. **To Receive for Information only:** Minutes of the Annual Meeting held on the 12th May 2016 (Minutes were confirmed in the June 2016 monthly meeting of the Council – Minute No. 3)
6. **To set: Chairman's Allowance for 2017/18**
7. **To appoint Committees/Working Parties**
 - 7.1 Cemetery
 - 7.2 Health & Safety at Work
 - 7.3 50+ Forum Taff Ely
 - 7.4 Events
 - 7.5 RCTCBC Community Liaison Committee
 - 7.6 Allotments
 - 7.7 Staffing
(**Note:** *A member of the Staffing Committee cannot serve on the Disciplinary Committee or Appeals Committee nor can a member of the Disciplinary Committee serve on the Appeals Committee*).
 - 7.9 Remembrance Day
 - 7.10 Policy and Resources
 - 7.11 Disciplinary
 - 7.12 Appeals
 - 7.13 Christmas Events
8. **To appoint any other Committees/Working Parties**
9. **To review and appoint if necessary: School Governors:**
 - 9.1 Tref-y-Rhug School
 - 9.2 Williamstown Primary School
 - 9.3 Cwmlai
 - 9.4 YGG Tonyrefail
 - 9.5 Tonyrefail School
10. **To review and appoint Representatives to: The Ely Valley Destination Partnership**
11. **To review:**
 - 11.1 Burial Fees
 - 11.2 Allotment Rent
 - 11.3 Bank Signatories
12. **To review and decide on amendments (if any):**
 - 12.1 Standing Orders - (***Enclosed in your Councillor information pack***)
 - 12.2 Financial Regulations – (***Enclosed in your Councillor information pack***)
 - 12.3 Financial Risk Assessment – (***Enclosed in your Councillor information pack***)
 - 12.4 Financial & Business Risk Assessment – (***Enclosed in your Councillor information pack***).
13. **Staffing:**
 - 13.1 Review of Pay and Conditions of Service of Existing Employees of the Council.
 - 13.2 To discuss Staffing Issues (if any)
 - 13.3 Review of Clerks subscription to the SLCC
 - 13.4 Review of Clerks & Councils Direct Subscription

- 14. Internal Auditor:**
 - 14.1 Annual Review of Internal Auditor for the ensuing year
- 15. To accept and approve: Asset Register as at Year End 31st March 2017**
- 16. Insurance:**
 - 16.1 To Review the Council insurance policy
 - 16.2 To Review the Council arrangements for insurance in respect of all insured risks
- 17. To receive:**
 - 17.1 The Local Authorities (Model Code of Conduct) (Wales) (Amendment) Order 2016 (No. 2016/84) (As adopted on the 14th April 2016 by Full Council) (*Enclosed in your Councillor information pack*).
- 18. To discuss: Health & Safety Requirements**
- 19. To Review Council's Membership of:**
 - 19.1 ICCM
 - 19.2 Campaign for the Protection of Rural Wales
 - 19.3 The Ramblers
- 20 To Review and Agree: Meeting Dates for 2017/18 (*schedule attached*).**