

SGJ/H.14.05.17

8th May 2019

To: **ALL MEMBERS OF COUNCIL:**

Dear Councillor

YOU ARE HEREBY SUMMONED to attend the **ANNUAL MEETING** of the **HAWARDEN COMMUNITY COUNCIL** to be held at the **COUNCIL CHAMBER, SCOUT HEAD QUARTERS, GLADSTONE PLAYING FIELDS, HAWARDEN** on **MONDAY, 13th MAY 2019** at **6.30p.m.**

The agenda and papers are attached.

Immediately following the Council's AGM the Chairman will present Certificates to our Community Volunteer Award winners and the Student Bursaries. Light refreshments will be provided following the presentations.

Yours sincerely

S G JONES
Clerk & Financial Officer

HAWARDEN COMMUNITY COUNCIL

ANNUAL MEETING

13TH MAY 2019

AGENDA

1. APPOINTMENT OF CHAIR 2019/2020:

- a) To appoint the Chair of Council for the Municipal Year 2019/20.
- b) To receive the Declaration of Acceptance of Office from the Chair and to receive any remarks.

2. APPOINTMENT OF VICE-CHAIR 2019/2020:

- a) To appoint the Vice-Chair of Council for the Municipal Year 2019/20.
- b) To receive the Declaration of Acceptance of Office from the Vice-Chair and to receive any remarks.

3. APOLOGIES FOR ABSENCE:

4. DECLARATIONS OF INTEREST:

To receive any declarations of interests from Members.

5. RETIRING CHAIR'S REMARKS:

To receive the retiring Chair's remarks following his year of office.

6. MINUTES OF PREVIOUS MEETING:

To receive and approve the minutes of the previous meeting held on 8th April 2019.

7. MATTERS ARISING FROM MINUTES:

8. CASUAL VACANCIES:

The Clerk and Financial Officer will provide a verbal update on the three casual vacancies in the wards of Ewloe and Mancot.

9. MEMBERS CODE OF CONDUCT:

To confirm adherence to the Model Code of Conduct which will be emailed to Members separately.

10. **STANDING ORDERS:**

- (i) To agree to abide by the Council's current Standing Orders as revised in time for the Annual General Meeting in May 2018, copy emailed separately.
- (ii) To consider a revision of the Standing Orders to reflect changes following the introduction of the General Data Protection Regulation and the Model Standing Orders recently issued by the National Association of Local Councils (NALC).

11. **FINANCIAL REGULATIONS and EXPENDITURE POLICY:**

To review and agree the Council's Financial Regulations and Expenditure Policy – copies emailed separately.

12. **ESTABLISHMENT OF A PERSONNEL SUB-COMMITTEE:**

To consider the establishment of a personnel sub-committee to review detailed staffing matters for recommendation to Staff and General Purposes Committee/ Council. If this proposal is agreed, draft Terms of Reference will be submitted to the Staffing and General Purposes Committee to be held on 10th June for consideration.

13. **ADOPTION OF ANNUAL REPORT:**

To formally receive and adopt the Council's Annual Report 2018 as required by The Well-being of Future Generations (Wales) Act 2015, copy to be emailed separately.

14. **REPRESENTATION ON OUTSIDE BODIES:**

To agree the Council's representation on Outside Bodies as per the attached schedule.

15. **PAYMENTS TO MEMBERS OF COMMUNITY AND TOWN COUNCILS:**

To review Determinations 40 to 48 attached noting the new mandatory payments as outlined. Decisions taken will apply to all Members at the levels determined by the Independent Remuneration Panel. An individual Member may make a personal decision to elect to forgo all or part of the entitlement to any of these allowances by giving notice in writing to the proper officer of the Council.

16. **DATES AND TIMES OF MEETINGS FOR THE MUNICIPAL YEAR 2019/2020:**

10 June 2019	13 January 2020
8 July 2019	10 February 2020
9 September 2019	9 March 2020
14 October 2019	13 April 2020
11 November 2019	11 May 2020
9 December 2019	

The above meetings will, if confirmed by the Council, commence at 6.30 p.m. It is customary for the Council to go into recess during August, when only urgent business is transacted. For this purpose, relevant Recess Sub-Committees, comprising the Chair of Council, the Chair of the relevant Committee and the Clerk and Financial Officer will be held.

17. CLERK AND FINANCIAL OFFICER'S REPORT:

- a) **Central Administration and Direct Maintenance Agreement:**
The Clerk will provide a verbal report on the Council's contributions for May 2019.
- b) **Bank Reconciliation:**
To receive the bank reconciliation for the period ending 30th April 2017.
- c) **Community Council's Insurance:**
The Council's insurance is due for renewal on the 1st June. Quotes have been invited and will be shared at the meeting for a decision.
- d) **Telephone Kiosk, Hawarden Village:**
Members are asked to consider the attached request.
- e) **Public Consultation:**
The Clerk and Financial Officer will outline the proposals for the public consultation as agreed at the Council meeting on Monday 8th April.
(Minute number 434/18 refers).

18. ACCOUNTS FOR PAYMENT:

To approve the accounts for payment as per the attached list.

19. PLANNING APPLICATIONS:

- (a) County Council Members:

To formally note that the participation of those Councillors who are also members of the County Council, in both the debate and subsequent vote, is on the basis that the views expressed are preliminary views taking account of the information presently made available to the Community Council. The County Councillors reserve their final views on the application until they are in full possession of all relevant arguments for and against.
- (b) To consider the planning applications received to date (table attached).
Members are asked to view the applications on-line prior to the meeting via <http://www.flintshire.gov.uk/en/Resident/Planning/Home.aspx>
- (c) To note any planning appeals.
- (d) To note the planning decisions as attached.

THE PRESENTATIONS TO COMMUNITY VOLUNTEERS AND STUDENT BURSARY AWARDS WILL FOLLOW THE MEETING TOGETHER WITH LIGHT REFRESHMENTS