

05th May 2022

Councillors,

You are hereby given notice that the Annual Meeting of Llanbadoc Community Council will be held at the Buffet Room Little Mill Hall on **Wednesday 11th May 2022 at 7pm**. All members of the Council are summoned to attend for the purpose of transacting the business as set out below.

Clerk to the Council

AGENDA

- 1. Sign the Attendance Book**
- 2. Apologies for absence**
- 3. Minutes of Ordinary Meeting held on Tuesday 26th April 2022**
- 4. Review of Annual Plan**
- 5. Election of Chairman and Vice Chairman**
 - a. To appoint Chairman
 - b. To appoint Vice Chairman
 - c. To receive Declarations of Acceptance of Office for 2022/2023 Chair and Vice Chair
- 6. Code of Conduct**
 - a. To confirm member's acceptance of the code of conduct
 - b. Confirmation members have completed training
- 7. Review and adoption of appropriate Standing Orders, Financial Regulations, Effectiveness of Internal Control and Council Policies**
- 8. Review and approval of Council's Risk Assessment**
- 9. Review signatories on Council's accounts.**
 - a. Monmouthshire Building Society Account
 - b. HSBC Account
- 10. Review Contracts of Employment**
- 11. Review of representation on or work with external bodies and arrangements for reporting back.**
 - a. MCC Strong Communities
 - b. One Voice Wales
 - c. HMPS Community Liaison
 - d. MCC Cluster
 - e. Give Dog Fowling the Red Card
- 12. Review of delegation and terms of reference for Advisory Groups**
 - a. Procedural and Financial
 - b. Environment
 - c. Website
- 13. Appointment of any new Advisory Groups**
- 14. Review and Agree Regular Payments**
- 15. Review of Inventory of Assets including land**
- 16. Confirmation of arrangements for Insurance Cover in respect of all insured risks.**

Jenny Carpenter
Acting Clerk

Peter Sutherland
Chairman

5th May 2022
Date