

## **St Harmon Community Council**

You are summoned to attend a remote Annual meeting of St Harmon Community Council to be held on **Thursday 6<sup>th</sup> May 2021** at **7.00pm**.

Jane Johnston PSLCC, CiLCA (Wales)  
Clerk  
29.04.21

### **AGENDA**

- 1. Apologies**
- 2. Election of Chair**
  - a) Call for nominations**
- 3. Election of Vice Chair**
  - a) Call for nominations**
- 4. Confirmation of Bank Signatories – DJ, PH, DL, JB**
- 5. Appointment to Local Organisations:**
  - a) Community Hall Representative – DL**
  - b) One Voice Wales Area Representative – PH, DJ**
  - c) Garn Fach - DL**

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### **AGENDA**

- 1. Apologies**
- 2. Declaration of Interests**
- 3. Minutes of meeting held on 1<sup>st</sup> April 2021**
- 4. Minutes of meeting held on 8<sup>th</sup> April 2021**
- 5. Information from Minutes**
- 6. Public Speaking**
- 7. Correspondence**
  - a) Garn Fach – EDF Presentation Dates (1<sup>st</sup> June or 7<sup>th</sup> June)**
  - b) One Voice Wales – Training May**

**8. Planning Applications**

(Applications may be received after the agenda has been published and due to the 21- day response time may be considered at this meeting.)

**9. Grant Applications**

**10. Finance**

- a) Salary - £529.79 (including additional hours Dec – Mar 21)
- b) HMRC - £132.20
- c) Internal Audit Invoice - £60.00
- d) Internal Audit Report 2020/22
- e) Annual Return 2020/21
- f) Bank Reconciliation

**11. Internet Banking Policy – Draft**

**12. Community Hall Report (DL)**

**13. County Councillors Report (DE)**

**14. Future Meetings**

**15. Other Matters & Information**

**16. Date of next meeting – 3<sup>rd</sup> June 2021**

**17. Resolution – Confidential Matters**

To resolve that the public be excluded from the meeting for the following items of business in accordance with the Public Bodies (Admissions to Meetings) Act 1960 as there would be disclosure to them of confidential information relating to contractual, legal and personnel content

**18. Confidential Matters (Legal, Personnel, Contractual)**

- a) Phone Kiosk Refurbishment - Quotes

**Join Zoom Meeting**

<https://us02web.zoom.us/j/86287877631?pwd=a2tCN1V4SzNGcVJYNFRGbEV1VFlwQT09>

Meeting ID: 862 8787 7631

Passcode: 253199

One tap mobile

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Dial by your location

+44 203 481 5237 United Kingdom

Meeting ID: 862 8787 7631

Passcode: 253199

Find your local number: <https://us02web.zoom.us/j/86287877631?pwd=a2tCN1V4SzNGcVJYNFRGbEV1VFlwQT09>

## **Public Speaking Protocol – Full Council Meetings**

Members of the public have the right to speak at Full Council Meetings on any matter identified for discussion on the Agenda.

This protocol sets out the provisions of the Council's scheme of participation at meetings and answers some of the questions that you might have about the procedure and what to expect at the Meeting itself. The Council welcomes contributions from members of the public and hopes that this procedure will facilitate input from the public, consistent with maintaining the orderly conduct of business.

### **If I want to speak, how do I arrange it?**

Members of the public will be allowed at each Full Meeting of the Council to make representations on any item contained on the agenda. **A request for participation in the public session should be submitted, in writing, to the Clerk by 12 noon on the day before the meeting.**

### **When will I be able to speak?**

A slot will be set aside on the agenda of Full Council Meetings to enable members of the public to make a representation on that particular agenda item. Councillors will be permitted to ask questions.

### **To whom do I address my representation?**

Each representation must be directed through the Chair.

### **What is the order of speaking on each item at the Meeting?**

The Chair of the Meeting will introduce the individual and invite representations in the following order:

- The individual will be asked to identify the item they wish to address the Council on;
- Members of the Council with a personal or prejudicial interest should act accordingly;
- The individual will be asked to address the meeting.

### **How will I participate**

Individuals will be asked to address the Full Council through the Chair.

### **If I cannot attend the Meeting in person, can I still make a representation to the Council?**

Where a written representation is submitted and the author is not present at the Meeting, the Clerk will be asked to read the relevant communication.

**NB** - Laws of slander are very strict. If you say something, in public, about a person which is untrue, even if you believe it to be true, you may be at risk of legal action. You should think carefully about any criticisms you make about people in public speaking.

**Adopted - 18.06.20**