CYNGOR CYMUNED
CEFN
COMMUNITY COUNCIL

MINUTES OF THE ANNUAL MEETING HELD ON TUESDAY 27th of MAY 2025 AT GEORGE EDWARDS HALL, CEFN & VIA ZOOM PLATFORM

1.PRESENT Councillors: Mrs S Benbow-Jones, Mrs K Benfield, Mr P Blackwell, Mrs J Jones, Mrs P Roberts, Mrs K Tiltman, Mrs I Twigg, Mrs S Matthews, Mr P Vaughan, Mrs H Brimfield, Mrs A Williams. Also, Clerk T Nicholls-Smith and Minute taker A Ruscoe

Councillor Mrs K Witherden joined on the Zoom Platform.

2.ELECTION OF CHAIRPERSON
Resolved – Councillor Mrs I Twigg proposed that the chair stays in post and it was seconded by Councillor Mrs S Benbow-Jones. It was unanimously resolved that Councillor Mr P Vaughan be re-elected to serve as Chairperson for 2025/26.

The Chairman signed the Declaration of Acceptance of Office.

3.APOLOGIES, WELCOME AND INTRODUCTION
Councillors Mr D Wright & Mrs G Wright

4.ELECTION OF VICE CHAIRPERSON
Resolved –It was proposed by Chairman Councillor P Vaughan to nominate Councillor D Wright to remain in post which was seconded by Councillor Mrs I Twigg. It was unanimously resolved that Councillor D Wright be re-elected to serve as Vice - Chairperson for 2025/26.

5. ELECTION OF CHAIRPERSON AND VICE CHAIRPERSON OF FINANCE & GP MEETING
Resolved for Councillor Mrs S Benbow-Jones be re-elected to serve as Chairperson for 2025/26
Resolved for Councillor Mr P Blackwell to be re-elected to serve as Vice Chairperson for 2025/26

6.ELECTION OF STATUTORY MEETINGS
Resolved - That all members of the Council Constitute the Statutory meetings,
i.e. Finance & General Purposes Meeting

7. ELECTION OF STAFFING COMMITTEE

Resolved –The Chair proposed to keep all committees as is, 2nd by Cllr Mrs S Benbow Jones, all members in favour: Councillors Phil Vaughan, Paul Blackwell, Mrs Pam Roberts, Mrs Sonia Benbow-Jones Mrs K Benfield & Mrs G Wright.

8. ELECTION OF PROJECT DEVELOPMENT COMMITTEE

Resolved – Project Development Committee to remain as Councillors Phil Vaughan, Derek Wright, Mrs Gaynor Wright, Mrs Isabel Twigg, Mrs Joan Jones and Mrs Sonia Benbow-Jones.

9.WAR MEMORIAL MEETING (Registered Charity)

Resolved - All Councillors act as Trustees of the Cefn Mawr War Memorial Committee.

10.DAY & TIMES OF MEETINGS

Resolved to leave as is: Full Council meetings will be held on the 4th Tuesday of the month starting at 6.45p.m, finance meeting, every quarter on the same evening as Full Council meetings. Staffing and Project Development committee meetings to be held as required. Any burial & lighting matters to be incorporated into Full Council meetings. Meetings to be adjusted in December and around bank holidays.

11.TO RECEIVE UPDATED COUNCILLOR CONTACT DETAILS.

The Clerk informed Councillors that this was in their files that each Councillor had been given. All received.

12.TO RECEIVE ATTENDANCE & DECLARATION LIST FOR YEAR ENDED APRIL 2025

The Clerk distributed the attendance and declaration of interest list to members. All received.

13. CORRESPONDENCE RELATING TO AGM

There was no correspondence relating to the Annual General Meeting.

14. APPOINTMENT OF THE INTERNAL AUDITOR

Following the discussion Members agreed to continue with the re-appointment of JDH for 2025/26 as the internal auditors as required by the Welsh Audit Office.

15. TO CONFIRM BANKING MANDATE FOR PAYMENTS – current signatories are Councillors PV, DW, PB

Members resolved for the signatories to remain as Councillors P Vaughan, D Wright, P Blackwell.

16. TO CONSIDER AMENDMENTS TO STANDING ORDERS

No amendments. Resolved to re-adopt standing orders for 2025/26

17.TO CONSIDER AMENDMENTS TO FINANCIAL REGULATIONS

No amendments. Resolved, to re-adopt for 2025/26.

18. PROCEDURAL MATTERS: TO AGREE AND RE-ADOPT THE FOLLOWING:

(a) Annual Investment Strategy 2025-26
(b) Schedule of Assets 2025-26
(c) Risk Assessment Schedule 2025-26
(d) Policy of Reserves 2025-26
(e) Internal Financial Controls 2025-26
(f) Terms of reference for standing committees 2025-26
(g) Training Plan 2025-26
(h) Publication Scheme 2025-26
(i) Annual Report 2025-26
(j) Biodiversity Report 2025-26

Resolved – to re-adopt policies listed (a)-(j) for 2025-26

Councillor Mrs K Benfield raised attention to an excellent Annual Wellbeing Report which has gone on into some depth which demonstrates the community engagement that goes on.

Councillor Mr P Blackwell asked whether the annual report could be released on the website.

Councillor Mrs S Benbow-Jones requested a copy for the library.

Councillor Mrs S Matthews asked if she could repeat a reference of putting the report in the community news.

18. TO AGREE CHAIRMANS ALLOWANCE

Members resolved for the Chairmans allowance to remain £1500.00 for the 2025/26 municipal year.

The Chairman thanked members for their attendance and declared the Annual Meeting closed.