



GELLIGAER COMMUNITY COUNCIL CYNGOR CYMUNED GELLIGAER

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Office Hours/Oriau Swyddfa – Wednesday & Thursday

Ceri Mortimer
CLERK TO THE COUNCIL / CLERC Y CYNGOR
COUNCIL OFFICE / SWYDDFA Y CYNGOR
LLWYN ONN, PENPEDAIRHEOL, HENGOED
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CAERPHILLY COUNTY BOROUGH CF82 8BB / BWRDEISTREF SIROL CAERFFILI
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NOTICE OF ANNUAL COUNCIL MEETING WEDNESDAY 13th MAY 2015

In line with legislation, all community council meetings are open to members of the public and press to attend.

6th May 2015

To The Chairman and Members of
Gelligaer Community Council

Dear Chairman/Councillor

You are summoned to attend a monthly meeting of
GELLIGAER COMMUNITY COUNCIL that will be held at
7.30pm on Wednesday 13th May 2015
at Gelligaer Community Council Office, Llwyn Onn, Penpedairheol.

The business to be transacted is set out in the agenda below.

Yours sincerely

Ceri Mortimer
Clerk to the Council

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AGENDA

- 1 Elect a Chairman of the Council**
 - (i) Chair to sign the Acceptance of Office
- 2 Appoint Vice-Chairman of the Council**
 - (i) Vice Chairman to sign Acceptance of Office

- 3 Apologies**
- 4 Minutes**
To receive the minutes of the Annual Meeting that was held on 14th May 2014, and which were confirmed and duly signed as an accurate record at full council meeting on the 18th June 2014 (minute no.33)
- 5 Standing Orders 2015/16**
To receive, review and adopt the Council's Standing Orders for the ensuing year 2015/16 – this document is reviewed annually.
- 6 Policy Document 2015/16**
To receive, review and adopt the Councils Policy document for the ensuing year – this document is reviewed annually.
- 7 Financial Regulations**
To receive, review and adopt the current Financial Regulations for 2015/16.
The Clerk is currently looking at Model Standing Orders recently released by OVW and will therefore table this item again for a future meeting (before August 2015 recess) for Council's consideration.
- 8 Asset Register**
Please note - the Asset Register will be presented to Council at a future meeting (before August 2015 recess)
- 9 Risk Management**
To review and adopt the Council's Risk Assessment/Management document for 2015/16
- 10 Complaints Policy**
Gelligaer Community Council's Complaints Policy was adopted at Full Council on 22/10/2014, as a result and having received no complaints, it is recommended that the policy be reviewed at our Annual Meeting next May, 2016.
- 11 Health & Safety Policy**
The Clerk is currently looking at this policy for council to adopt at a future meeting.
The Clerk will attend OVW training.
- 12 Diversity and Equal Opportunities Policy**
Provisions of the Equality Act 2010 (the Act) – under the Act, it is recommended that community & town councils establish a written equal opportunities scheme or policy.
To receive and adopt policy for 2015/16
- 13 Appoint Representatives to Outside Bodies**
To appoint representatives for 2015/16
- 14 Schedule of Meetings**
To approve the suggested cycle of meetings for 2015/16