

# CYNWYL ELFED COMMUNITY COUNCIL - ANNUAL MEETING

Held on Monday 19.05.2025 at 7.00 p.m.

PRESENT: Cllr.Amy Evans (Chair.), Cllr. Elfed Davies, Cllr. Eifion Jones, Cllr Demle Phillips, Cllr. Bryan Davies, Cllr. Aled Jones, Cllr. Julian Evans and Cllr. Robin Bowen.

Clerk: Enid Davies

Translator: Hefin Jones

APOLOGIES: Nil.

1	<b><u>To approve the minutes of the Annual Meeting held on 20 May 2024</u></b> The minutes of the Annual Meeting held on 20.05.2024 were approved by Cllr. Julian Evans and seconded by Cllr. Amy Evans.
2	<b><u>Matters arising from the minutes</u></b> Nil
3	<b><u>Nominate Chairman for the year 2025-2026</u></b> The Council decided unanimously to elect Cllr. Amy Evans as Chairman for the year. Proposed by Cllr. E. Davies, Seconded by Cllr.R. Bowen.
4	<b><u>Nominate Vice-Chairman for the year 2025-2026</u></b> The Council decided unanimously to elect Cllr. Delme Phillips as Vice-Chairman for the year. Proposed by Cllr. R. Bowen, Seconded by Cllr. E. Jones.
5.	<b><u>Nominate Members to special committees</u></b> - The Council decided that the council is represented on special committees as follows: a. <b><u>Senior Citizens committee</u></b> - Cllr.Julian Evans b. <b><u>Governing Body of the Federation of Cynwyl Elfed and Llanpumsaint Schools</u></b> - Cllr. Delme Phillips c. <b><u>One Voice Wales Area Committee</u></b> - Cllr. Amy Evans (Chair.) and Cllr. Bryan Davies d. <b><u>County Forum One Voice Wales</u></b> - Cllr. Amy Evans and Cllr. Bryan Davies. e. <b><u>Cynwyl Elfed Hall Committee</u></b> - Cllr. Julian Evans and Cllr. Aled Jones (all members of the Council are expected to attend meetings and take an active interest in matters to do with Cynwyl Elfed Hall). f. <b><u>Cae Chwarae Bro Elfed Playing Field</u></b> Cllr. Robin Bowen, Cllr. Julian Evans and Cllr. Amy Evans. g. <b><u>Cynwyl Elfed United Charity</u></b> - Cllr. Eifion Jones, Cllr Delme Phillips and Cllr. Amy Evans.
6 a.	<b><u>Discuss and approve the Balance Sheet for the Year 2024/2025</u></b> The Accounts for the year 2024/2025 are with the Internal Auditor.. It was decided to appoint H Doody of Bevan&Buckland Accountants as the Internal Auditor in the April meeting, m.(6). 22.04.25.
b.	<b><u>Standing Orders</u></b> - The Council decided to adopt Model Standing Orders 2023 (Wales) for Cynwyl Elfed Community Council, ( revised on 16.10.23 m.54).
c.	<b><u>Financial Regulations Document</u></b> - . Amendment to (2.6 p.4) " <i>a member and the Chair shall be appointed to verify the bank reconciliations</i> ". The Community Council decided to adopt the model Financial Regulations(2025) document, duly amended, for the year 2025/2026 .
d.	<b><u>Financial and Management Risk Assessment</u></b> - The Clerk has carried out a Financial and Management Risk Assessment for 2025/2026. There is one more invoice due from Carmarthenshire County Council in respect of the final Cleaning Operative Charges up until 28 Sept.2024, after which the service stopped. It was decided that the Chairman and Vice Chairman are to review the risk assessment each month at the time of the bank reconciliation. It was decided that The Chair. , the Vice Chair. and the Clerk will meet on the second Monday of each month at 7:30 p.m. and it was approved that the room in the hall can be booked for this purpose.

<b>7</b>	<p><b><u>Clerk's Salary</u></b>  The Council decided unanimously to appoint Enid David as Clerk and Responsible Officer for the year 2025/2026.  It was proposed by Cllr. Elfed Davies and seconded by Cllr. Eifion Jones to increase the salary of the Clerk to £13.50 p.h. for the year 2025/26 , to be reviewed as once the Clerk attains CiLCA (Certificate in Local Council Administration). The Clerk is also to be reimbursed for the cost of stamps, stationery etc. each quarter (July/Sept/Dec/March).</p>
<b>8</b>	<p><b><u>Dates of future Meetings</u></b>  The Council decided unanimously that future meetings should continue to be held at 7.30 p.m. on the third Monday of each month . The Council does not meet in August when the Council does not meet. The Council is to decide at the November meeting whether or not to meet during December. The Clerk is to contact the Chair. and the Vice-Chair. if any urgent matters arise.</p>
<b>9</b>	<p><b><u>Any Other Business</u></b></p>

**The meeting came to an end at 7.50 p.m. The next Annual Meeting of the Council is to be held on 18.05.2026 at 7:00 p.m.**

**Signed.....**

**Date.....**