**Felinfach Community Council**

**Minutes of Annual General meeting held at Maes-y-Bellan Chapel on Tuesday 8th May 2018**

Present : I. Robinson (Chairman), C .Morgan , R. Carrotte, A. Lawrence,

G. Price, J. Pryce, G. Jones, D .Rowlands (clerk)

**Apologies** S.Brown, J.Owen-Lowe

**Declaration of interest -**

**Cllr Morgan as a member of the Maes-y-Bellan Chapel Committee**

**Cllr Price as a member of Llandefalle Hall Committee**

**1.1The Minutes** of the last meeting held on May 9th 2017 were read and deemed to be a true record and signed by the chairman

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**2.1 Matter Arising**

There were no matters arising from last year's Annual General Meeting

**3.1** The internal Auditor's Report and statement of Accounts for 2017-2018 The Auditor Zoe Mathias, Manager of Leeds Building Society, Brecon has completed an examination of all minutes, receipts, bank statements and ledgers in compliance with the letter of engagement, Ms Mathias forwarded her finding of the completed audit to the Chairman. Chairman Cllr Robinson proposed that the internal Auditor's Report and Statement of accounts that had been presented to the Council be accepted, all Cllr's Agreed. Resolved unanimously .

**3.2**The Clerk presented the External Audit Form and the presentation of accounts in the format used in the form to the Council. The annual Governance statement from the external Audit report form, was itemised, discussed, and the statements completed in turn. The Statement was signed by the chairman and the Clerk.

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**4.1** **Clerk Salary and Conditions of Employment**

The Clerk Salary was revised, The Council discussed, **it was resolved** that an increase of 4.4% would be implemented for 2018-2019. A total yearly payment of £ 3700 p.a.

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**4.2** Clerk Expenses - Ongoing from last year it was agreed that a percentage of broadband charges would be claimed for, Clerks expenses for services & stationery for 2017-2018 is £250.61.

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**4.3** It was agreed that after a conversation with Ms Mathias Internal Auditor the payment for carrying out the internal audit would remain the same for this year **It was resolved that payment would be made of £75.00**

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**4.4** **Llandefalle & Llanfilo Burial Grounds**

2018-2019 prices have been revised by the Council **it was resolved** that there would be no change for the coming year.

A Memorandum of understanding was received from the Welsh Government to share a commitment that all Burial grounds in Wales would not charge in relation to the standard burial or cremation of a child, The price list has been updated to read -Child under 18years - No Charge as below.

Part 1 Interment

These Sums do not include grave digging charges

Child under 18years No Charge

Persons over 18 years £320.00

Cremated remains £115.00

Part 2 Exclusive Rights to Burial

In Perpetuity in a plot 9ft x 4ft £230.00

In Perpetuity for cremated remains in a plot 3ft x 3ft £115.00

Part 3 Headstones, Wooden Crosses and inscriptions

for the right to erect or place on grave where exclusive rights have been granted.

Headstone not exceeding 4ft 6" in height £270.00

Cremated remains tablet £ 120.00

Plain Wooden Cross £ 72.00

Additional inscriptions after the first one £100.00

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**4.5 Grants to Halls**

It was agreed that the Council would continue to support the local Community Halls, as they are an asset to the community, The amount donated will be £300 including meeting costs of the council. **It was resolved** by all Councillors. .

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 **Election of Officer's**

**5.1** Code of Conduct - It was resolved that the Code of Conduct will be signed at the beginning of each year, as this year.

**5.2**  Clerk received letter from Vice -Chairman Cllr Brown expressing her wish not be take the chair for 2018-2019, It was nominated by Cllr Lawrence that Cllr Pryce become Chairman, seconded by Cllr Carrotte , with Cllr Carrotte as Vice-Chairman, nominated by Cllr Jones and seconded by Cllr Price.

**5.2** Chairman / Vice- Chairman to sit on Sub-Committee's Council have addressed these issues as Chairman Cllr Pryce sits on the Finance Committee, With Vice Chairman on Planning Committee. It was resolved that Cllr Carrotte would also sit on the Play Park Committee.

Members of GP Biotec Liaison committee would be decided at the next regular meeting.

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**6.1 Chair man Report**

Councillor Robinson thanked all Councillor's and Clerk for their dedicated support and hard work through his time in office. Cllr Robinson will pass the badge of office on to Cllr Pryce wishing him all the best for his time in office.

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Signed .......................................................

Date............................................................