



COFNODION CYFARFOD BLYNYDDOL
ANNUAL MEETING MINUTES

Cynhaliwyd Cyfarfod Blynyddol Cyngor Y Dref Castellnewydd Emlyn **Nos Iau, Mai 19eg 2022** am 7:00 o'r gloch ar ZOOM.

The Annual Meeting of the Newcastle Emlyn Town Council was held on **Thursday, 19th May 2022** at 7:00pm on Zoom.

Present: Cllrs Allan Davies, Barry Evans, Cefin Evans, Hazel Evans, Alan Jones, Peter Lewis, Odette Little, Jayne Ludgate, Dave Thomas, Maureen Webley.

1. **05/22 Apologies for Absence**

None

2. **05/22 Confirmation of 2021 Meeting**

Minutes of the 2021 Annual Meeting were confirmed and accepted on the 17th June 2021 monthly meeting.

3. **05/22 MAYOR:-** Cllr. Jayne Ludgate

DEPUTY MAYOR:- Cllr. Maureen Webley – Proposer - Cllr H Evans . Secunder – Cllr Peter Lewis

4. **05/22 Matters Arising**

There were no matters arising.

5. **05/22 Membership of Outside Bodies**

OVW – Cllr H Evans & Clerk
King George V Playing Field - Cllr M Webley
Swimming Pool – Cllr Cefin Evans
Hanes Emlyn – Cllr Peter Lewis
Emlyn Traders – Cllr Dave Thomas
Mart – Cllr Alan Jones
Emlyn Hall – Cllr Cefin Evans
Fair Trade – Cllr Odette Little
Twinning – Cllr Allan Davies

6. **05/22 Election of Committee Members**

Town Council Planning Committee: (6):- Deputy Mayor. Cllrs. Allan Davies, Peter Lewis, Odette Little, Alan Jones, with Cllr Hazel Evans as CC representative

Finance Committee: (6):- Mayor & Deputy Mayor. Cllrs. Alan Jones, Cefin Evans, Hazel Evans, Peter Lewis

Procedures Review: (5):- Mayor & Deputy Mayor. Cllrs. Allan Davies, Hazel Evans, Alan Jones

CCTV & Christmas Lights Committee: (6) Cllrs. Alan Jones, Allan Davies, Dave Thomas, Barry Evans, Cefin Evans, Peter Lewis

IT Committee: (4) Mayor & Deputy Mayor, Cllrs Allan Davies, Peter Lewis

Property Committee: (5) Mayor, Deputy Mayor, Cllrs Hazel Evans, Alan Jones, Peter Lewis.

Victorian Night: (5) Mayor, Deputy Mayor, Cllrs Hazel Evans, Alan Jones, Odette Little

7. 05/21 Mayor's Budget

– expenditure to be presented to Clerk for reimbursement

8. 05/21 Clerks, Hall & Toilets Caretakers Salary

This is to be reviewed in the forthcoming Finance Committee which will meet on 25th May

9. i. 05/22 Financial accounts

The Annual Accounts have been audited by Internal Auditor Mrs Ann James and were formally accepted by Council.

Proposer – Cllr B Evans

Seconded – Cllr P Lewis

Payment to Auditor for auditing of Accounts – it was agreed to pay £150.00 as for previous year.

Items below to be discussed by Finance Committee with recommendations to be discussed in the June Monthly Meeting

ii. 05/21 Financial Check List - the following to be reviewed in the next Finance Meeting

a. **Monthly Rental:-** To be reviewed every June & then if there is a motion for increase this will commence in September – Finance Committee to look at this in their next meeting.

All units are on lease at present – Unit 1 by Karen Wilkinson - £165 per month

Unit 2 Teresa O'Donohue- £165 per month

Unit 3 by -£147.07 per month

Unit 4 by Diane Newman - £177.33 per month

b. **Annual Rental:-** Attic Theatre to be reviewed in June –

c. **Market Hall Metres** –

d. **Precept** –

e. **VAT claim** –

f. **May** –

10. 05/22 Appointment of Internal Auditor

For the financial year 2022/23 it was agreed to ask Mrs Ann James, Bryngolau, Capel Iwan as for previous years Proposer – Cllr P Lewis Seconder – Cllr D Thomas

11. 05/22 Constitutional Matters

a. Meetings to be held on the third Thursday of every month except for August & December when council will not meet.

Dates of Meetings for 2022 – June 16th, July 21st, September 15th, October 20th, November 17th

Dates of Meetings for 2023 – January 19th, February 16th, March 16th, April 20st, May 17th&18th

b. To nominate a Solicitor – W Evans George – Clerk to write & inform them of this

Signed _____ Date _____

12. 05/22 Time of Meeting

It was agreed as of July 2020 to commence meetings at 7.00pm.

The next Annual Council meeting will be on 17th&18th May 2023 at 7.pm

The meeting terminated at 7.30pm

Signed _____

Date _____