

## COUNCIL SUMMONS

**You are hereby summoned to attend the ANNUAL MEETING of LLWCHWR TOWN COUNCIL to be held MONDAY NEXT the 16<sup>th</sup> May 2022 commencing at 7.00 p.m. The Meeting will be held at the Welfare Hall, Woodlands Road, Loughor and on a remote basis in accordance with the provisions of the Local Government and Elections (Wales) Act 2021 and by means of Microsoft Teams. Press and Public are invited to attend online but should give prior notice to the Clerk at [clerk@llwchwrTownCouncil.gov.uk](mailto:clerk@llwchwrTownCouncil.gov.uk) and detail any question they wish to submit. The agenda will be as follows-**

1. To receive Declarations of Acceptance of Office and Undertakings to Observe the Code of Conduct from Members.
2. Mayor's Announcements.
3. Apologies for absence.
4. To receive disclosures of Personal Interests from Members under the Council's Code of Conduct.  
(Note: Members are requested to identify the item number and subject matter that their Personal Interest relates to. Where the Personal Interest is a Prejudicial Interest they must withdraw from the meeting while that item of business is discussed.)
5. The Mayor will ask for a nomination for the Office of Mayor of Llŵchwr Town Council for the Municipal Year 2022/2023.
6. The nomination will be proposed by Councillor R. Smith and seconded by Councillor I. James.
7. The proposal being agreed, Councillor Jeff Bowen will be invested with the Chain of Office of Mayor and make and sign the Declaration of Acceptance of Office and Mrs. Mary Bowen will be invested with the Chain of Office of Mayoress.
8. The Mayor, Councillor Jeff Bowen will give his Inaugural Speech.
9. The Mayor, Councillor Jeff Bowen will ask for a nomination for the Office of Deputy Mayor for the Municipal Year 2022/2023.
10. The nomination will be proposed by Councillor S. Beynon and seconded by Councillor C. Phillips.
11. The proposal being agreed, Councillor David Walters will be invested

with the Chain of Office of Deputy Mayor and will make and sign the Declaration of Acceptance of Office.

12. The Council will receive, for information, the Minutes of the Annual Meeting held on the 17<sup>th</sup> May,2021(copy enclosed).
13. To confirm the Minutes of the Meeting of Council held on the 25<sup>th</sup> April 2022 (copy enclosed)
14. To consider matters arising from the Minutes, if any.
15. The Council will determine the amount of the Mayor's Allowance for 2022/2023.
16. The Council will determine the dates and times of Town Council meetings for the ensuing Municipal Year (a draft Schedule is enclosed for consideration)-Appendix 1.(Page 1)Please note that some or all of these Meetings may be held on a remote access basis utilising Microsoft Teams.
17. The Council will appoint Members to serve on the Council's Committees as set out in Appendix 2. (Page 2).
18. The Council will appoint Members to serve on the external bodies as set out in Appendix 3.(Page 3).
19. The Council will appoint an Internal Auditor for the Municipal Year 2022/2023 (current Internal Auditor - Mr Lyn Llewelyn).
20. The Council will consider the Attendance of Members 2021/2022 (copy attached)-Appendix 4. (page 4)
21. The Council will review and adopt its Annual Investment Strategy 2022/2023(Appendix5)(pages 5-6),Financial Risk Assessment 2022/2023(Appendix 6) (pages 7-9), and Asset Register (Appendix 7)(pages 10-12).
22. The Council operates financially through payments mainly by cheque;there is currently only one serving Councillor who is authorised to sign cheques.Financial Regulations require a minimum of two signatories.Members are asked urgently to consider which other Members should become Bank signatories.Members should be aware that the process of approving signatories by Lloyds Bank is not particularly straightforward or speedy and will probably involve a visit to a Branch Office.Cheques will be required by the end of the month.
23. Councillor Will Evans was previously a Community School Governor at

Tre Uchaf Primary School but resigned his position and Members are now requested to nominate a new Governor.

- 24 . The Council will consider any other business which the Chair determines to be urgent.

**Dated this 12<sup>th</sup> May 2022**

**Clerk to the Council**