



CYNGOR CYMUNED PENNARD PENNARD COMMUNITY COUNCIL

Clerk – Mrs. Janet Crocker
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To: MEMBERS OF PENNARD COMMUNITY COUNCIL/CYNGOR CYMUNED PENNARD

**Members are summoned to attend The ANNUAL PENNARD COMMUNITY COUNCIL MEETING VIA ZOOM on Wednesday 12th May 2021 at 7.00 pm.
Press & Public are invited to attend via Zoom contact Clerk for passcode**

Under the Public Bodies (Admission to Meetings) Act 1960 (S.1 (7) filming and recording of meetings by the press and the public is not permitted.

Join URL:

<https://us02web.zoom.us/j/88010192441>

AGENDA

1. Apologies for Absence
2. Election of Chair
3. Election of Vice Chair
4. Declarations of Interest
5. To appoint Designated Councillor - Finance
6. To review and agree the terms of reference for committees and sub committees.
7. Appointment of Committee Chairs and Vice Chairs- Finance and Employment, Planning, Burial Ground, Community Hall, Field, Environment
8. Appointment of Committees - Finance and Employment, Planning, Burial Ground, Community Hall, Field, Environment
9. Appointment of Sub Committees – Covid 19 sub committee
10. Appointment of Working Groups – Hall Refurbishment (previously Hall Extension), Community Hub, Climate Emergency, Communication and Coronavirus, Youth group, Website, Community Garden

11. Appointments to outside bodies – Parish Hall (1), One Voice Wales (1), Neighbourhood Watch (1), PACP (1), Community Council Forum (3) Community Charity (4).
12. To review standing orders and financial regulations
13. To agree amendments to standing orders and financial regulations
14. To review and agree inventory of land and other assets including buildings and office equipment (Asset Register) as at 1 April 2021.
15. To note renewal date for insurance and timetable for obtaining renewal quotes in respect of all insurable risks including building valuations.
16. To review and agree the Council's and/or staff subscriptions to other bodies;
17. To review and agree the Council's complaints procedure;
18. To review and agree the Council's policies, procedures and practices in respect of its obligations under freedom of information and data protection legislation.
19. To review and agree the Council's policy for dealing with the press/media;
20. To review and agree the Council's employment policies and procedures;
21. To review and agree the Council's expenditure incurred under s.137 of the Local Government Act 1972 or the power of well-being.
22. Determining the time and date of ordinary meetings of the Council up to and including the next annual meeting of the Council.
23. To agree remuneration for councillors and those with other responsibilities
24. To Review and agree Financial and Operational Risk Assessment
25. To Approve List of Regular Monthly Payments for 2021/22
26. To Approve Grant of Right transfer forms.



Janet Crocker
Clerk
7 May 2021