

# Peterston-super-Ely Community Council Cyngor Cymuned a Llanbedr-y-Fro



## COUNCIL SUMMONS

The Annual Meeting of Peterston-Super-Ely Community Council to be held at 7.30pm on Monday 15 May 2023.

The meeting will be multi location.

Members of the Public and Press may choose to attend at the Village Hall or join remotely.

The following business will be transacted;

Yours sincerely,

A handwritten signature in blue ink, appearing to read 'C Craven', is placed over a grey rectangular background.

Catherine Craven

Clerk to the Council

To ensure access is as seamless as possible please contact the Clerk by emailing [council@peterstonsuperely.org](mailto:council@peterstonsuperely.org) and a link to the meeting will be sent to you.

## AGENDA

1. To elect the Chairman for the Council Year 2023-24.
2. To receive the Chairman's Declaration of Acceptance of Office.
3. To elect a Vice Chair for the Council Year 2023-24.
4. To receive apologies for absence.
5. To receive declarations of personal/prejudicial interest.
6. To review Committee Structures and to appoint Members to serve.
7. To appoint representatives on the board of external bodies.
8. To fix the times and dates of the Ordinary meetings for the ensuing year.
9. To review and confirm the governance documents
  - a. Standing Orders;
  - b. Financial Regulations;
  - c. Publication Scheme;
  - d. Financial and Business Risk Assessment;
  - e. Code of Conduct.
10. To review the Fixed Asset Register.
11. To review the Insurance and agree a provider from 1 June 2023.
12. To confirm the banking arrangements.
13. To appoint an Internal Auditor for 2023/24.
14. To consider the publication of the statutory Training Plan.