

Peterston-super-Ely Community Council

Cyngor Cymuned Llanbedr-y-Fro



The Annual Meeting will be held at 7:30pm on 13th of May 2024 at the Village Hall
Any Councillor or member of the press or public may attend either in person or remotely.
Anyone deciding to attend from another location may obtain a link through the Clerk at
council@peterstonsuperely.org

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

AGENDA

1. To elect the Chairman for the Council Year 2024-25
2. To receive the Chairman's Declaration of Acceptance of Office
3. To elect a Vice Chair for the Council Year
4. To receive apologies for absence
5. Disclosures if Personal/Prejudicial Interest from Members.
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) Publications Scheme
 - d) Code of Conduct
 - e) Financial And Business Risk Assessment
10. To review the Fixed Asset Register
11. To review the Insurance Policy Schedule
12. To confirm the banking arrangements
13. To appoint an Internal Auditor for 2025/26
14. To agree the statutory Annual Report
15. To agree the statutory Training Plan