



**GARW VALLEY COMMUNITY COUNCIL**  
**CYNGOR CYMUNED CWM GARW**

**MINUTES OF THE ANNUAL MEETING OF THE COUNCIL HELD AT HALO LEISURE, PONTYCYMER**  
**and VIA ZOOM ON MONDAY 20<sup>th</sup> MAY 2024 AT 6.00 PM**

Present: Councillor G Andrews (outgoing Chair)  
Councillor N Harwood-Scorer (incoming Chair)

Councillors:  
J Coles (via zoom)  
D Davies  
W Davies  
H Griffiths  
C Lloyd  
M Lewis  
M Thomas  
G Walters

Apologies: Councillors M Jones & M Trowbridge

No Apologies: Councillor R Jones

Also Present: Mrs A C Harris, Clerk

ANNUAL MEETING OF COUNCIL - 20<sup>th</sup> MAY 2024

The meeting commenced at 6.00 pm and was initially chaired by Councillor Gareth Andrews up to and including minute 3/24.

1/24 TO RECEIVE APOLOGIES FOR ABSENCE

As detailed on the front page of the minutes.

2/24 TO RECEIVE DECLARATIONS OF INTEREST

No interests were declared in items on the agenda. Councillors H Griffiths and M Lewis gave Declarations for any matters relating to BCBC and Councillors D Griffiths and C Lloyd gave Declarations for any matters relating to Tynyrheol Primary School.

3/24 TO APPOINT A CHAIR FOR THE YEAR 2024/25

One nomination was proposed - Bettws Ward Councillor Neal Harwood-Scorer.

Councillor Gareth Andrews welcomed Councillor Harwood-Scorer to his role as Chair of Council.

Councillor Heather Griffiths led the Members in thanks to Councillor Andrews for the work he carried out on behalf of the Garw Valley Community Council in 2023/24.

**RESOLVED:** Councillor Neal Harwood-Scorer was unanimously elected Chair of Council for the year 2024/25 and took over chairing the meeting from this item onwards.

4/24 TO APPOINT A VICE CHAIR FOR THE YEAR 2024/25

One nomination was proposed - Pontycymer Ward Councillor Maxine Lewis.

**RESOLVED:** - Councillor Maxine Lewis was unanimously elected as Vice-Chair of Council for the year 2024/25. As per point 5e of the Council's Standing Orders Councillor Maxine Lewis will be the in-coming Chair for 2025/26.

5/24 TO RECEIVE A COPY OF THE APPROVED MINUTES OF THE ANNUAL MAY 2023 MEETING AS AN AIDE MEMOIRE

The Minutes were received and noted.

**6/24 TO DETERMINE A TIME-TABLE OF MEETINGS FOR 2024/2025**

The Clerk had distributed a list of meetings for the year.

**RESOLVED:**

It was unanimously agreed that the council meetings would remain on the 3<sup>rd</sup> Monday of the month and start at 6.30 pm except for the Annual and Precept meetings. The Annual meeting would start at 6.00 pm and the Precept meeting would be brought forward in the month so as not to be too near a busy period in the week before Christmas. It was noted that a venue for the Bettws meetings needs to be confirmed.

**7/24 TO APPOINT COMMITTEES AND AGREE THEIR TERMS OF REFERENCE**

**RESOLVED:**

**Finance & Resources Committee:**

The Terms of Reference would remain unchanged. The Committee will be made up of the following Members:

Cllr N Harwood-Scorer	- Bettws
Cllr D Davies	- Llangeinor
Cllr H Griffiths	- Pontycymer
Cllr C G Andrews	- Blaengarw

**Events Committee:**

The Terms of Reference would remain unchanged. The Committee will be made up of the following Members:

Cllr J Coles	- Blaengarw
Cllr H Griffiths	- Pontycymer
Cllr C Lloyd	- Llangeinor
Cllr N Harwood-Scorer	- Bettws

**Staff Appointments Committee:**

The Terms of Reference would remain unchanged. The Committee will be made up of the following Members

Cllr H Griffiths	- Pontycymer
Cllr M Trowbridge	- Bettws
Cllr D Davies	- Llangeinor
Cllr G Andrews	- Blaengarw

**Disciplinary Committee:**

It was also resolved that the Staff Appointments Committee will also serve as the Disciplinary Committee to meet when necessary to deal with all matters relating to staff discipline.

**8/24 TO APPOINT REPRESENTATIVES**

**RESOLVED:**

- BCBC T&CC Forum - Councillor John Coles
- 5 Primary Schools Community Governors are representatives until the end of their term of office:

Councillor Chris Lloyd Calon y Cymoedd  
Councillor Maxine Lewis Ffaldau Primary  
Councillor Deb Davies Tynyrheol Primary  
Councillor Gareth Andrews Blaengarw Primary  
Councillor Rees Jones Bettws Primary

- One Voice Wales Area Committee - Councillor John Coles
- One Voice Wales Larger and Annual Meetings, plus Conferences - Councillor Maxine Lewis

**9/24 TO ACCEPT THE 2024/25 ALLOWANCES FOR CHAIR AND VICE-CHAIR AS AGREED AT THE DECEMBER 2023 PRECEPT MEETING**

**RESOLVED:**

It was noted that allowances would be paid in line with the amounts set out in the above meeting and in the timescales agreed in the Allowances Policy.

It was noted that no allowance would be paid to the Vice-Chair as previously agreed.

Due to the reference made in the 2022/23 Audit regarding allowances, the Clerk issued an opt-out form for all councillors to complete and return in order for allowance payments to be made. On-line attendees would be sent an electronic copy.

**10/24 TO AGREE THE INTERNAL AUDITOR FOR THE 2023/24 ACCOUNTING YEAR**

The Council's previous auditor has retired. Alternatives were discussed.

**RESOLVED:**

It was unanimously agreed that the Clerk is given authority to obtain quotes and availability to carry out the work and send a letter of engagement to contract the services of an appropriate auditor.

**11/24 TO AGREE THE COUNCIL'S SOLICITOR FOR 2024/2025**

The council's solicitor was discussed for 2024/2025.

**RESOLVED:**

It was unanimously agreed that the Clerk would engage the services of a local solicitor if the need arises.

**12/24 AGREEMENT FOR ALL TO ADOPT THE COUNCIL'S CODE OF CONDUCT**

**RESOLVED:**

All Councillors agreed to adopt the Code of Conduct.

With there being no further matters to discuss the Chair thanked Members for their attendance and closed the meeting at 6.19 pm