**ABERGAVENNY TOWN COUNCIL**

**MINUTES OF ANNUAL GENERAL MEETING OF FULL COUNCIL HELD 10TH MAY 2023 AT 7PM ON MS TEAMS AND IN THE COMMUNITY ROOM, TOWN HALL, CROSS STREET, ABERGAVENNY.**

**Present:** Cllr T Konieczny

Cllr G Jones

Cllr S Burch

Cllr D Simcock

Cllr MA Brocklesby

Cllr L Wright

Cllr B Callard

Cllr B Nicholson

Cllr M Barnes

Cllr P Bowyer

Cllr J George

Cllr M Powell

Cllr C Holland

Cllr K Eldridge

Cllr A Wilde

Cllr G Wilde

**Absent without apologies**

Cllr M Groucutt

**In attendance**:

S Rosser - Town Clerk

No public session

No public in attendance

Cllr Tony Konieczny thanked all for their support over his year as Mayor. £7820 was raised for his charities. £3000 will go to 7Corners, £2000 to Cwtch Angels, £2000 to Help for Kharkiv, and £820 to the Borough Band, as they never come to ATC for money, they put in lots of hard work and have high standards achieved and this is ongoing. They go into schools and encourage them to take up an instrument. Having a local band that are so keen to take up music is important – they are most deserving.

Its been a busy first year, with the Strategy and Action plan now complete to give a steer for the rest of the year. Real work starts now.

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| AGM 01/23 | **Receive and approve apologies for absence** No apologies were received. |
| AGM 02/23 | **Receive Declarations of Interest** No declarations of interest were received. |
| AGM 03/23 | **To Elect a Mayor for 2023-24 municipal year as directed in statute, Local Government Act 1972 ss15(“2) and 34 (2).**Nominations: Cllr Anne Wilde - proposed by Cllr G Jones. Nomination seconded by Cllr M Powell. Unanimously carried by all Councillors. Retiring Mayor Cllr T Konieczny says “*Councillor Anne Wilde by the majority vote of the Council you have been elected to the office of Town Mayor for the year 2023/24”.* |
| AGM 04/23 | **To receive the Newly Elected Mayor’s Declaration of Acceptance of Office.**Town Clerk says *“Madam Mayor please read and sign the declaration of acceptance of office.”* Cllr A Wilde, after signing the declaration, on behalf of ATC thanked Cllr T Konieczny and his wife Sue for their service, and for his guidance and support in the last year.Newly Elected Mayor presides over the remainder of the meeting. |
| AGM 05/23 | **To elect a Deputy Town Mayor for 2023/24.**Nominations: Cllr Ben Callard - proposed by Cllr G Jones. Nomination seconded by Cllr K Eldridge. Nomination: Cllr Phil Bowyer – proposed by Cllr C Holland. Cllr P Bowyer thanked Cllr Holland for the nomination but wished to decline the nomination. Cllr Ben Callard’s nomination was then unanimously carried by all Councillors.Cllr A Wilde, the newly elected Mayor says *“Councillor Ben Callard by the majority vote of the Council you have been elected to the office of Deputy Mayor for the year 2023/24”.* |
| AGM 06/23 | **To receive the Deputy Town Mayor’s Declaration of Acceptance of Office.**Town Clerk says “*Mr Deputy Mayor please read and sign the declaration of acceptance of office*”. Declaration signed in front of Councillors by Cllr B Callard.  |
| AGM 07/23 | **To agree Chairs & Vice Chairs of Committees for 2023-24.**Policy and Resources Committee: Cllr Phil Bowyer proposed as Chair by Cllr G Jones, seconded by Cllr M Powell. Unanimously carried by all Councillors.Cllr Maurice Barnes proposed as Vice Chair by Cllr B Nicholson, seconded by Cllr K Eldridge. Unanimously carried by all Councillors.People and Communities Committee: Cllr Gethin Jones proposed as Chair by Cllr T Konieczny, seconded by Cllr P Bowyer. Unanimously carried by all Councillors. Cllr Kyle Eldridge proposed as Vice Chair by Cllr T Konieczny, seconded by Cllr B Nicholson. Unanimously carried by all Councillors.Environment Committee: Cllr Tony Konieczny proposed as Chair by Cllr P Bowyer, seconded by Cllr M Barnes. Unanimously carried by all Councillors. Cllr Chris Holland proposed as Vice Chair by Cllr P Bowyer, seconded by Cllr G Wilde. Unanimously carried by all Councillors. |
| AGM 08/23 | **To review by exception Representation on External Bodies 2023-24.**Abergavenny Food Forum: Cllr B Nicholson proposed to remove, seconded by Cllr K Eldridge. Unanimously carried by all Councillors. Twinning Associations: Proposed to remove both as Mayor is Honorary President, by Cllr T Konieczny, seconded by Cllr P Bowyer. Unanimously carried by all Councillors. A4B: Proposed to remove having a rep on this group by Cllr K Eldridge, seconded by Cllr D Simcock. Unanimously carried by all Councillors.

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| **Outside Bodies** | **Principle Representative** | **Deputy if needed** | **Council/ Committee** |
| Abergavenny & District Tourist Association | T Konieczny | D Simcock | Environment |
| Abergavenny Community Trust  | M Barnes | G Wilde | People & Communities  |
| Abergavenny Eisteddfod | D Simcock | G Jones | People & Communities |
| Abergavenny in Bloom Committee | T Konieczny | P Bowyer | Environment |
| Abergavenny Relief in Need Charity | D Simcock | A Wilde | People & Communities  |
| ACE | G Jones  | K Eldridge | People & Communities |
| Armed Forces Champion | M Powell | T Konieczny | Council |
| Borough Theatre MCC Collaboration | M Groucutt | T Konieczny | Policy & Resources |
| CCTV User group  | J George | G Jones | Environment |
| Friends of Bailey Park | K Eldridge | P Bowyer | Environment |
| Friends of Linda Vista | L Wright | D Simcock | Environment |
| Friends of Castle Meadows | D Simcock | L Wright | Environment |
| Governor of Cantref School | B Callard | Deputy not required | Council |
| Governor of Deri View Primary School | G Jones | Deputy not required | Council |
| Governor of King Henry VIII | B Nicholson/M Groucutt | Deputy not required | Council |
| Governor of Our Lady & St Michael School | T Konieczny | Deputy not required | Council |
| Governor of Ysgol Y Fenni | G Jones | Deputy not required | Council |
| King Henry VIII Charity Trust | B Nicholson | B Callard | Council |
| Mind Monmouthshire | G Wilde | A Wilde | People & Communities |
| Monmouthshire CAB Board | M Barnes | D Simcock | People & Communities |
| Monmouthshire CC Planning Committee | T Konieczny | J George | Environment |
| North Monmouthshire Area Committee | Mayor & Clerk | N/A | Council |
| North Monmouthshire Liaison Committee | Mayor & Clerk | N/A | Council |
| One Voice Wales | D Simcock | T Konieczny | Council |
| Patron of Beaupreau Twin Town Association | Mayor  | N/A | n/a |
| Patron of Ostringen Twin Town Association | Mayor  | N/A | n/a |
| Y Fenni Business Community | K Eldridge | B Nicholson | Environment |
| Melville CA CIC Board | M Barnes | K Eldridge | Policy and Resources |

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| AGM 09/23 | **To receive and approve the Asset Register 2023-24.**Proposal to accept and approve the asset register for 2023/24 by Cllr T Konieczny, seconded by Cllr G Jones. Councillors resolved to approve and adopt the Asset Register for 2023/24. |
| AGM 10/23 | **To receive and approve the Risk Register 2023-24**Proposal by Cllr C Holland to accept and approve the Risk Register for 2023/24, seconded by Cllr G Jones. Councillors resolved to approve and adopt the Risk Register for 2023/24. |
| AGM 11/23 | **To receive and approve the Standing Orders 2023-24** Proposal to accept the Standing Orders for 2023/24 by Cllr P Bowyer, seconded by Cllr M Powell. Councillors resolved to approve and adopt the Standing Orders for 2023/24. |
| AGM 12/23 | **To receive and approve the Financial Regulations 2023-24**Proposal by Cllr S Burch to accept and approve the Financial Regulations 2023/24, seconded by Cllr C Holland. Councillors resolved to approve and adopt the Financial Regulations for 2023/24. |
| AGM 13/23 | **To approve and adopt the self-assessment template for the Council.**Came into force in May 2022. It is a statutory requirement for all TCCs to complete. Should have been implemented in November 2022, but only had the full guidance in the last few months. Proposal for Mayor and three Chairs to form working group with the Town Clerk to go through the health check, then prepare an overview. Proposed by Cllr T Konieczny, seconded by Cllr M Barnes. Unanimously carried by all Councillors. |
| AGM 14/23 | To readopt the following policies:* Social Media Policy (date due for review May 2023)
* DISCIPLINARY POLICY & PROCEDURE (date due for review Sept 2023)
* EQUALITY & DIVERSITY POLICY (date due for review Sept 2023)
* GRIEVANCE POLICY & PROCEDURE (date due for review Sept 2023)
* SICKNESS ABSENCE POLICY & PROCEDURE (due for review Oct 2023)
* STAFF PERFORMANCE APPRAISAL POLICY (due for review Oct 2023)
* TRAINING AND DEVELOPMENT POLICY (due for review Oct 2023)

Proposal to accept and adopt the Social Media Policy for 2023/24 by Cllr B Nicholson, seconded by Cllr G Jones. Unanimously carried by all Councillors.All other policies to be reviewed by Policy and Resources Committee throughout the year.  |
| AGM 15/23 | **To receive and reapprove the Scheme of Delegation**Proposed to accept and approve the Scheme of Delegation for 2023/24 by Cllr C Holland, seconded by Cllr P Bowyer. Unanimously carried by all Councillors. |
| AGM 16/23 | **To receive and note the attendance record for 2022-23**Proposed to accept and approve the Attendance Record for 2022/23 by Cllr G Jones, seconded by Cllr B Nicholson. Unanimously carried by all Councillors. |
| AGM 17/23 | **To review training undertaken by Councillors during 2022/23**The Town Clerk went through each Councillor’s record. A discussion was had around the uptake of training in general and the Planning Aid Wales raining to enable all Councillors to comment on any application we are asked to consult on and respond.  |

**Meeting ended: 8:06pm**

**APPROVED AS A TRUE RECORD**

**CHAIR ………………………………… DATE ……………………………**