

Minutes of the Annual Meeting of the Newcastle Higher Community Council held by telephone conference via Zoom on Tuesday 11<sup>th</sup> May 2021 at 7.00 p.m.

Cllr Altaf Hussian: Presided

Present (11)

Councillors, Altaf Hussian, Marged Griffiths, Dave Fowler, Mal John, Ann John, Phillip Lathey, Alex Marshall, Meryl Wilkins, James Radcliffe, Byron Jones and Heidi Bennett. Member of the public Jane Gabbie, Claudette Evens.

Clerk, Adam Davies

The Clerk informed Councillors that this meeting will be recorded.

The Chair, Cllr Altaf Hussain welcomed members to the meeting and as outgoing Chair thanked all members of Council for supporting him through this difficult year.

1. To receive nominations for and elect a Chair of the Council for 2021/22

Cllr Meryl Wilkins was proposed by Cllr Altaf Hussain and seconded by Cllr Heidi Bennett for the role of Chair for 2021-2022. No other Councillors were nominated so Cllr Wilkins was duly appointed Chair for 2021-2022.

2. To receive nominations for and elect a deputy Chair of the Council for 2021/22

Cllr Heidi Bennett was proposed by Cllr Mal John and seconded by Cllr Altaf Hussain for the role of Deputy Chair for 2021-2022. No other Councillors were nominated so Cllr Bennett was duly appointed Deputy Chair for 2021-2022.

3. To Receive Apologies for absence

No apologies were received.

4. Written Declaration of Interest in Agenda items

Before the start of the meeting Council members made declarations of interest in agenda items on the form provided, as follows:

Cllr Meryl Wilkins made a declaration relating to her personal interest in the following subject; Street Naming of the Ilanmoor homes development Parc Tondu, Merthyr Mawr Estate land. Pen Y Fai Common. Cllr Meryl Wilkins' full list of declarations of interests can be found on the Councils website.

5. To Confirm and Sign Minutes of the Annual Meeting of Council held on 8<sup>th</sup> September 2020

The Council minutes were accepted as true and accurate within the November 2020 meeting.

6. To Review Standing Orders for 2021/22

It was proposed the Council create a working group to review its Standing Orders to include new legislation such as virtual meeting protocol. It was decided that this will be placed on the next agenda.

7. To Review the Council's Financial regulations.

- a. To consider amendments

The Council decided to update the Financial Regulations alongside its Standing Orders.

8. Annual reviews

- a. Chairs Allowance

The Council reviewed the current level of Chair's allowance and agreed it would remain at the present level of £650, which had been set in 2015.

9. To review bank signatories.

The Council agreed to increase its signatories to 6 Councillors as there are only 4 on the bank account at present. It was noted that Cllr Baker, who was a signatory resigned in April and will need to be removed.

10. Determine time and place of Ordinary Meetings up to and including the next Annual Meeting

The Council agreed to continue to meet on the second Tuesday of the Month.

There being no more business, the meeting closed at 7.21 p.m. The next meeting would be via video link, on Tuesday 8th June 2021.