

***Newcastle Higher Community Council***  
***Cyngor Cymuned Castellnewydd Uwch***

**Notice of Annual Meeting of Council**

To :All Members of the Council, County Borough Councillors, Website.

The Annual Meeting of Council will be held on Tuesday 11<sup>th</sup> May 2021, by video conference at **7.00 p.m.**

**AGENDA**

1. To receive nominations for and elect a Chair of the Council for 2021/22
2. To receive nominations for and elect a deputy Chair of the Council for 2021/22
3. To Receive Apologies for absence
4. To Confirm and Sign Minutes of the Annual Meeting of Council held on 8<sup>th</sup> September 2020
5. To Review Standing Orders for 2021/22
6. To Review the Councils Financial regulations.
  - a. To consider amendments
7. Annual reviews
  - (a) Chairs Allowance
8. To review bank signatories.
9. Determine time and place of Ordinary Meetings up to and including the next Annual Meeting

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A Meeting of the Council will be held on Tuesday 11<sup>th</sup> May 2021, by video conference **at 7.00 p.m.**

**AGENDA**

1. To Receive Apologies for Absence
2. To Receive Declarations of Interests (if any) of Members in respect of the business to be transacted
3. To Confirm and Sign Minutes of the Council Meeting held on 13<sup>th</sup> April 2021
4. To Consider Matters Arising from the Council Meeting on 13<sup>th</sup> April 2021
5. To receive Reports from Community Associations
6. To receive questions or comments from Members of the Public
7. To receive BCBC Members Reports
  - (a) Cllr Altaf Hussain
  - (b) Cllr James Radcliffe
8. To receive Maintenance Group Report
9. To discuss issues raised regarding Park Tondu
10. To Confirm a Casual Councillor Vacancy for the Aberkenfig Ward.
11. To Discuss the Clerks probationary period
12. To receive report on the Pheasant Field
13. Finance
  - (a) To Consider PAYE quotes
  - (b) To discuss additional items necessary for the Clerk to complete CILCA (As started within Contract)
  - (c) To receive an update regarding Audit preparations for Financial year 2020 - 2021
  - (d) To decide on purchasing a defibrillator for Pentre Felin retail park
  - (e) Accounts for payment
14. Correspondence
15. To Consider Planning Applications

16. To receive Reports from Councillors
17. Any Other Business

**Virtual Meeting protocol.**

To inform all Councillors and guests, other than the Chairman and the Clerk all members will be muted. If the Chairman invites someone to speak, they can be unmuted. Please do not interrupt others, if this occurs then the Clerk may mute you. If you wish to speak during the meeting, please raise your hand for the attention of the Chair. When you speak please state your name as you speak for the benefit of those who might not be able to see you.

Councillors and guests are reminded that Council meetings will be recorded for the purposes of the minutes and will be destroyed once minutes are produced and approved.