



Cyngor Cymuned Ffordun gyda Tre'r-llai a Threlystan
Forden with Leighton and Trelystan Community Council
Glanllyn, Leighton, Welshpool, Powys. SY21 8HJ

Clerc i'r Cyngor | Clerk to the Council: Rachel Tibbott

MINUTES OF COUNCIL ANNUAL MEETING

On Thursday 29th May 2025 at 7pm

At Forden Community Centre.

01/25 Welcome, Attendance: to record attendance.

Attendance at the hall: Cllr Suzanne Rowlands, Cllr Adam Lloyd, Cllr Rachael Briggs, Cllr Anthony Day, Cllr Mark Williams and Cllr Di Stevens

Attendance online: None

The Chairperson welcomed the Councillors and Clerk to the meeting.

In attendance: Rachel Tibbott (Clerk to the Council)

02/25 Elections to Offices of Chairperson & Vice-Chairperson for the Municipal Year 2025-26

02/25.1 Chairperson: to receive nominations, to resolve the election of Chairperson, and the new Chairperson to sign the Declaration of Acceptance of Office and take the 'Chair'.

Nominations will be taken from the floor.

Council received one nomination.

RESOLVED: FLTCC elects to the office of Chairperson as follows: Cllr Suzanne Rowlands.

02/25.2 Retiring Chairman: to receive the retiring Chairman's report.

N/A

02/25.3 Incoming Chairman: to receive the incoming Chairman's address.

N/A

02/25.4 Vice-Chairperson: receive nominations and to resolve the election of the Vice-Chairperson.

Nominations will be taken from the floor.

Council received one nomination.

RESOLVED: FLTCC elects to the office of Vice-Chairperson as follows: Cllr Adam Lloyd.

03/25 Apologies for Absence: to receive, and resolve if desired, to approve absence(s).

Apologies for absence approved by Council: Cllr Shaun Rees, Cllr Terry Lomas and Cllr Neil Edwards

Apologies for absence received: None

Other members absent: None

04/25 Declarations of Members' Interests and Dispensations: to receive declarations of interest from Members in accordance with Part III of the Local Government Act 2000, which established the Local Government Code of Conduct for Members, and to note Members' dispensations. Members are asked to submit any declaration forms to the Clerk.

None

05/25 Public Participation: to receive members of the public who wish to address the council in respect of any item of business included in the agenda. Any member of the public wishing to speak must notify the Clerk by email clerk@fltcc.org.uk no later than 15 minutes prior to the start of the meeting. Members of the public addressing the council are asked to respect matters of confidentiality and privacy.

None

Initials: _____

06/25 Election to Committees for the Municipal Year 2025-26

06/25.1 To resolve and retain the following committees (and Terms of Reference):

- a. Cemetery Committee

RESOLVED: FLTCC retains the Cemetery Committee

06/25.2 To receive nominations and to resolve the election to Committees above.

Nominations will be taken from the floor.

RESOLVED: FLTCC elects Cllrs Suzanne Rowlands, Shaun Rees, Anthony Day and Rachael Briggs to the Cemetery Committee.

07/25 Finance for the Municipal Year 2025-26

07/25.1 Bank Mandate Authorised Signatories: to resolve the mandate and authorised signatories on the council's bank accounts.

RESOLVED: FLTCC confirms the bank mandate and cheque signatories as Chair Cllr Suzanne Rowlands, Vice-chair Cllr Adam Lloyd and The Clerk Rachel Tibbott.

07/25.2 Insurance: to resolve approval of the 3 year insurance contract (procured 2025) and confirm the levels of insurance cover for 2025-26.

RESOLVED: FLTCC approves the insurance cover for 2025-26 as set with Zurich Insurance as in the renewal schedule and policy.

07/25.3 To resolve the signing rules on the Council's Bank account.

RESOLVED: FLTCC approves that 2 out of the above 3 signatories are needed on all cheques. Also approved is that all BACS payments are made by the Clerk and ratified by either the Chair or Vice-chair.

07/25.4 Reserves Strategy 25/65: To keep up to 50% of the annual precept value to cover any possible delayed precept payments from the council or any urgent repairs on equipment/buildings etc. To resolve maintaining monthly transfer to savings from current account to £300 per month to cover future repairs on the hardcourt area and playgrounds.

RESOLVED: FLTCC approves the reserve strategy

08/25 Corporate Governance for the Municipal Year 2025-26.

08/25.1 Standing Orders: to resolve to confirm and retain (with revisions if appropriate) the council's Standing Orders.

RESOLVED: FLTCC confirms the monthly Standing Orders as presented – Quickbooks, Council Tax, Water and Transfer to savings.

08/25.2 Financial Regulations: to resolve to confirm and retain (with revisions if appropriate) the council's new Financial Regulations May 2025.

RESOLVED: Cllr Suzanne Rowlands and Clerk to look at the new regulations in more detail and report back to the next meeting.

08/24.3 Risk Assessment: to resolve to adopt the corporate Risk Assessment for 2025-26.

RESOLVED: FLTCC accepts and approves the Annual Risk Assessment 2025-26 as presented and approves the risk management actions.

09/25 Dates and Arrangements of Meetings for the Municipal Year 2025-26: to resolve the frequency and dates of Council and Committee meetings.

RESOLVED: FLTCC sets frequency and dates of Council meeting for 2025-26 for last Thursday each month at 7pm as set below:

Dates of meetings on next page

Initials: _____

<u>Date</u>	<u>Venue</u>
June 26 th 2025	Leighton Village Hall
July 31 st 2025	Forden Community Centre
August 2025	NO ORDINARY BUSINESS MEETING ONLY EXTRA-ORDINARY MEETING IF NEEDED
September 25 th 2025	Leighton Village Hall
October 30 th 2025	Forden Community Centre
November 27 th 2025	Leighton Village Hall
December 2025	NO ORDINARY BUSINESS MEETING ONLY EXTRA-ORDINARY MEETING IF NEEDED

CEMETERY COMMITTEE	<u>Venue</u>
March 27 th 2025	Forden Community Centre
July 31 st 2025	Forden Community Centre
October 30 th 2025	Forden Community Centre

Signed: _____ Date: _____

Initials: _____