

THE HAVENS COMMUNITY COUNCIL
CYNGOR CYMUNED THE HAVENS

ANNUAL MEETING

2nd MAY 2023 – BROAD HAVEN VILLAGE HALL – 7pm

MINUTES

Present:

Cllr. C. Stephens (Chair)	Cllr. C. Alexander
Cllr. H. Jones	Cllr. M. Burch
Cllr. S. Bell	Cllr. S. Reynolds
Cllr. G. Bevan (Remote)	Cllr. V. Grey
Cllr. E. Kother	Cllr. A. Devonald

In Attendance:

Gareth Havard (Clerk),
Mr J. Garner, Ms O. Cassidy and Mr & Mrs D. Havard

1. To accept apologies for absence:

County Cllr. P. Morgan and B. Grey (Youth Representative)

2. To receive Chair's Report for year ended 31st March 2023:

A whole year has passed since this Council was formed, with four new councillors to welcome to HCC after the May elections of 2022. During the year HCC has worked with two temporary clerks. Our Vice Chair resigned, and a new councillor was co-opted to replace him. Eventually, a new Vice Chair was elected. HCC appears to have united as a working group to represent The Havens Community. I hope that as a council we can deliver our promised business plan for 2023/24. This can only succeed if we are committed as a council, and individually, to follow through the projects we have volunteered to undertake.

I would like to thank all councillors, our County Councillor and Youth Representative for their contribution to this year's work. I especially thank our Clerk for his knowledge, diligence, wisdom, and his willingness to assist me as Chair.

Finally, it has never been my intention to put my name forward for Chair. I had already informed the Clerk of this several months ago. I wish the future Chair a happy and successful year.

3. To Elect Chair:

Nominations for Chair were invited. Cllr Howard Jones was proposed by Cllr Burch and seconded by Cllr Grey. Cllr Jones accepted the nomination and there being no other nominations was duly **elected** unopposed.

Cllr Jones completed a Declaration of Acceptance of Office which was witnessed by the Clerk accordingly.

Whilst accepting office, Cllr Jones thanked the outgoing Chair (Cllr C. Stephens) for successfully managing HCC through the challenges arising from the pandemic and locum clerks.

4. To Elect Vice-Chair:

Nominations for Vice Chair were invited. Cllr Mark Burch was proposed by Cllr Alexander and seconded by Cllr Devonald. Cllr Burch accepted the nomination and there being no other nominations was duly **elected** unopposed.

5. **To Consider and Adopt Standing Orders & Finance Regulations:**
Having been circulated in advance of the meeting, it was **resolved** to adopt Standing Orders and Finance Regulations as circulated.
6. **To agree future Council meeting policy:**
It was **resolved** to continue to hold Full Council meetings on the first Tuesday of each month (except August) commencing at 7pm. Meeting venues would alternate between Broad Haven Village Hall and Bowen Memorial Hall, Little Haven with remote access being facilitated where requested.
7. **To Consider and Adopt a Privacy Statement:**
Having been circulated in advance of the meeting, it was **resolved** to adopt the Privacy Statement as circulated.
8. **To Adopt the Ombudsman Code of Conduct:**
Having been circulated in advance of the meeting, it was **resolved** to adopt the Ombudsman Code of Conduct (2016) as circulated.
9. **To Consider Appointments to Other Bodies:**
It was **resolved** to make the following appointments:
 1. Cllr H. Jones would continue to represent HCC on the Board of Governors for Broad Haven CP School
 2. Cllr S. Reynolds would continue to represent HCC on the Management Committee of Broad Haven Village Hall
 3. Cllr M. Burch would continue to represent HCC on the Support the Boardwalk community group
It was **resolved** to defer appointing a representative to the One Voice Wales area committee.
10. **To Consider and Approve Bank Account Signatories:**
It was noted that the existing bank account signatories are Cllr C. Alexander, Cllr M. Burch and the Clerk (G. Havard).
It was **resolved** to continue with this mandate unchanged.
11. **To Consider and Adopt an Annual Risk Assessment:**
Having been circulated in advance of the meeting, it was **resolved** to accept the Annual Risk Assessment as circulated.
Members noted that risks were being managed through a combination of insurance and governance. Cllr Burch offered to enhance document security by digitalising HCC paper records. It was **resolved** that the Clerk and Cllr Burch liaise to achieve this.

The meeting closed at 7.19pm