

Cyngor Cymuned  
Llanddowror & Llanmiloe  
Community Council



NOTICE OF MEETING

To All Members of Llanddowror & Llanmiloe Community Council.

I hereby summon you to attend the meeting of the Council, starting at 7.00pm on Monday 12<sup>th</sup> May 2025, for the transaction of the business outlined in the two agendas below.

These meetings will be held in Llanddowror Meeting Room.

Vicky Mitchell – Clerk

**Annual meeting agenda**

1. Election and installation of new Chair then Vice-Chair for 2025-26. Declarations of office to be signed.
2. Apologies for absence
3. Declaration of any personal and prejudicial interests in the items listed below.
4. Address by outgoing Chair.
5. Review of annual accounts for 2024-25. Receive report of the Internal Auditor. Review the governance statements in the Annual Return – Chairman to sign the Annual Return if agreed by Council.
5. Review and re-adoption of the Code of Conduct, Standing Orders, Financial Regulations, Financial Risk Assessment and the other Policies that have been previously agreed by the Council: Welsh, Complaints, Reserves, Equal Opportunities, Dignity, Bullying and Harassment, Election and Co-option, Biodiversity. No changes have been made to these since last adoption.
6. Review existing council decisions regarding allowances, amend if wished, and adopt for current and future years.
6. Review and agree dates for normal Council meetings for the coming year. *See list at the end of the agenda.* Meetings to be held, in Llanmiloe Resource Centre or Llanddowror Meeting room, using Zoom as required.

**Agenda for normal May meeting**

1. **Apologies** for absence.
2. **Declaration** of personal and prejudicial interests.
3. **Questions from members of the public regarding items on the agenda.**
4. **County Councillor's report**
5. **Adoption of previous minutes** of meeting held on 14<sup>th</sup> April 2025.
6. **Clerk's report.**
7. **Matters ongoing** from previous minutes requiring discussions or decisions, not covered above:

a.

## 8. New business.

- a. Agree to fund Clerk's SLCC membership pro rata.

## 9. Financial Report

- a. Current financial situation: Financial report provided for Councillors.
- b. Income received: £6600.00 – precept first tranche; £1045.28 VAT reclaimed from 2024-25.
- c. Invoices to pay:
- Clerk monthly salary and expenses – May.
  - HMRC monthly payments – May.
  - Dwr Cymru - £10.50 (direct debit) for May – drop to £9.00 per month from June.
  - British Gas Lite – electricity - £31.79 (direct debit) for April
  - BLC – toilet cleaning May - £64.00
  - CCC – streetlights 2024-25 - £2751.51
  - ICO annual fee - £47.00
  - Llewelyn Davies – internal audit for 2023-24 - £324.00
  - SLCC pro rata membership for 2025-26 - £72.12

## 10. Significant correspondence.

- One Voice Wales training opportunities.
- Carmarthenshire YFC annual rally – 10<sup>th</sup> May.
- Carmarthenshire flood plan consultation.

Any other correspondence received prior to meeting but after the date of publication of this agenda will be brought to the attention of the meeting for consideration.

## 11. Planning matters.

Any planning received prior to meeting but after the date of publication of this agenda will be brought to the attention of the meeting for consideration.

## 12. Councillors' reports for information or items for next meeting.

## 13. Date of next meeting – 9<sup>th</sup> June 2025.

## Meeting dates for 2025-2026:

12 <sup>th</sup> May 2025	Llanddowror	9 <sup>th</sup> June 2025	Llanmiloe
8 <sup>th</sup> September 2025	Llanddowror	13 <sup>th</sup> October 2025	Llanmiloe
10 <sup>th</sup> November 2025	Llanddowror	8 <sup>th</sup> December 2025	Llanmiloe
12 <sup>th</sup> January 2026	Llanddowror	9 <sup>th</sup> February 2026	Llanmiloe
9 <sup>th</sup> March 2026	Llanddowror	13 <sup>th</sup> April 2026	Llanmiloe
11 <sup>th</sup> May 2026	Llanddowror	8 <sup>th</sup> June 2026	Llanmiloe
14 <sup>th</sup> September 2026	Llanddowror	12 <sup>th</sup> October 2026	Llanmiloe
9 <sup>th</sup> November 2026	Llanddowror	14 <sup>th</sup> December 2026	Llanmiloe

Meetings to be either in Llanmiloe Resource Centre, with hybrid access via Zoom provided as required, or in Llanddowror Meeting Room, or fully via Zoom.