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PENTYRCH COMMUNITY COUNCIL



CYNGOR CYMUNED PENTYRCH

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Annual Meeting held at 6:30pm, 20th May 2024 at Pentyrch Village Hall and online via Microsoft Teams.

MINUTES

1. Cllr McGrath was elected as Chairman of the Council and the position will be reviewed after 6 months

2. Cllr Krip was elected as Vice Chairman of the Council and the position will be reviewed after 6 months

3. In attendance

Cllr's McGrath, Krip, Dixon, Marshall, Davies, Hardy, Thomas, Quilter, Roberts, Pickard
Clerk , Administrator
Apologies for absence
Cllr's Rosser, Yarrow

4. Declarations of Interest

Cllr Krip – Dynevor Gardening Association

5. Summary of report from outgoing Chair Of Council

PCC have achieved much this year and I would like to thank Adrian and all the staff for what they have delivered. (see Annual Report for more info)

I would like to thank John Yarrow for being a fantastic deputy chair. I have really missed his perspective and experience since he stepped back from the role.

The Chair and Deputy Chair working as a team gives continuity and balance. It is a loss for the Council that he has had to step back from Council duties.

I would also like to thank Yvonne who is an excellent Finance Chair and to Karen who is so knowledgeable and guides us all so well through the challenges of Planning and Building and Estates.

Thank you also to Gary who last summer was very supportive with staffing but has had limited availability for Council duties.

I am delighted that we have Councillors as governors at our primary schools and I hope they continue in their important roles for continuity.

Thank you, all fellow councillors, for reading the many documents and making your contributions at each monthly meeting. Much appreciated.

6. Appointment of representatives to outside bodies

Agreed the following changes:

Gwaelod Primary School – Cllr Hardy
PSA – Cllr Marshall
Pentych Neighbourhood Watch – Cllr Davies
Creigiau Quarry – Cllr Roberts
OVW Area Committee – All Members
OVW Larger Councils - All Members
Lan Memorial Group – Cllr's Rosser & Hardy
Penrhys Pilgrimage – Cllr Marshall
Paths to Wellbeing – To be removed
Great Glamorgan Way – To be removed
CRC – Cllr Marshall
Staffing – Cllr Marshall
Planning – Cllr's Davies & Hardy
Finance – Cllr's Hardy & Marshall
Building & Estates - Cllr Davies
H & S – To be removed as dealt with by Council
Transport working group – Cllr Roberts
Climate change working group – Cllr Roberts
Friends of the Garth – Cllr's McGrath, Krip, Marshall, Thomas, Hardy

7. Agreed appointment of the following standing committees:

- Staffing
- Planning
- Finance
- Building & Estates

8. Agreed the Annual Report for 23/24

9. Agreed Standing Orders (Reviewed Dec 23) & Financial Regulations (Reviewed Sept 23).

10. Agreed the Risk Assessment Schedule & relevant committees are to consider risk scores in excess of 11.

11. Noted the Fixed Assets Schedule as of 31st March 24 & advice is to be sought from the Internal Auditor.

12. Approved rent payable to PCC by Dynevor Gardening Association

- 24/25 annual rent of £200

- the annual rent thereafter to increase in line with changes in CPI, on an upwards only review basis

13. Agreed the continued appointment of the Internal Auditor for 24/25.

14. Approved payment of direct debits for:

- British Telecom: phone and broadband
- 1&1 Ionos: email and website
- Cardiff Council: rates & waste charges
- EDF: electricity and gas supply
- Sage: payroll service
- Siemens: printer lease
- Digital Systems: printer charges
- Good IT Company: IT support
- Squarespace – website
- Welsh Water - water charges

15. Approved payments to Members for 24/25:

- Chair Allowance, £250
- Basic Allowance of £156, as specified by the Independent Remuneration Panel for Wales
- Consumables Allowance of £52, as specified by the Independent Remuneration Panel for Wales