

## CYNGOR CYMUNED Y FELINHELI

Mintes of the Annual Meeting 12 May 2020 held digitally using zoom.		
<b>PRESENT</b>		
Daniel Williams	Eifion Williams	
Casi Roberts	Nerys John	
Iwan Huws	Cynog Prys	
Iestyn Harris	Mei Gwilym	
Lliwen Griffith-Williams		
Elliw Williams	Members of the Public	
Llŷr Evans	Dafydd Huws	
Financial Officer: Wynne Barton	Emyr Gareth	
<b>1.0</b>	<b>WELCOMING AND OPENING REMARKS</b>	
	The meeting was opened by the Clerk who explained that the Council is starting a new year and that there is a need to elect a Chairman.	
<b>2.0</b>	<b>ELECTION OF CHAIR</b>	
	The Clerk explained that in last year's Annual Meeting it was decided that a rule be adopted to state that each elected chairman would be in position for two years. Iwan Huws was formally elected as Chair.	
<b>3.0</b>	<b>APOLOGIES</b>	
<b>3.1</b>	Apologies were received from County Councillor Gareth Griffiths.	
<b>4.0</b>	<b>RECEIVING QUESTIONS FROM THE PUBLIC</b>	
	No questions were asked nor received from the public.	
<b>5.0</b>	<b>ELECTION OF DEPUTY CHAIR</b>	
	The Chairman explained that there was a need to elect a Deputy Chair. Councillor Daniel Williams was elected for 6 months only to ensure that the position was filled; however the purpose is for the position to be filled to ensure that the Deputy will then be able to be elected as a chair for next year.	
<b>6.0</b>	<b>THE CHAIRMAN'S ADDRESS</b>	
	The Chair referred to the Council's success in establishing a support service for the community.	
<b>7.0</b>	<b>APPOINTING REPRESENTATIVES</b>	
7.1	<b>School Governors</b> – Councillor Iestyn Harris represents the Community Council for 4 years. When his term comes to an end he will notify the Council.	
7.2	<b>Youth Football</b> – Llŷr Evans elected as representative.	
7.3	<b>Onevoice Wales</b> – Councillors Nerys John and Iestyn Harris will represent the Council when required.	
<b>8.0</b>	<b>ELECTION OF MEMBERS ON SUB-COMMITTEES</b>	
8.1	<b>Public Footpaths and Lon Las</b> – Nerys John, Mei Gwilym and Llŷr Evans chosen.	
8.2	<b>Cemetery, Car Park and Moriah Site</b> Casi Roberts, Lliwedd Griffith-Williams and Eifion Williams chosen	
8.3	<b>Highways, Benches and Shelters</b> – Daniel Williams, Mei Gwilym and Cynog Prys chosen.	
8.4	<b>Community Projects</b> – Nerys John, Casi Roberts and Elliw Williams chosen.	

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8.5	<b>Website</b> – Casi Roberts, Eiliw Williams, Mei Gwilym chosen.	
8.6	<b>Employment</b> – Daniel Williams, Iestyn Harris and Iwan Huws chosen	
8.7	<b>Policies</b> - Dewiswyd Iestyn Harris, Cynog Prys and Iwan Huws chosen.	
8.8	<b>Memorial Hall and Clock</b> – Daniel Williams, Casi Roberts, Mei Gwilym, Llŷr Evans and Iestyn Harris.	
<b>9.0</b>	<b>NIGHT AND DATE OF MEETINGS</b>	
	Decision taken to remain with the second Tuesday of each month with August being a holiday.	
<b>10.0</b>	<b>VACANT SEAT</b>	
	Two seats are vacant on the Council. Co-opting members will be carried out at the monthly meeting to follow.	
<b>11.0</b>	<b>INTERNAL AUDITOR</b>	
	It was confirmed that Eluned Fon Jones of Gwynedd Council will be appointed an Internal Auditor. An a detailed appointment letter will be required to be forwarded to her.	
<b>12.0</b>	<b>FINANCIAL REPORT</b>	
12.1	The Annual financial report for 01/04/2019 – 31/03/2020 was present by the Financial Officer. The report was proposed and seconded as correct and adopted by the Council.	
<b>13.0</b>	<b>POLICIES</b>	
	Changes were made to the following and adopted accordingly.	
13.1	Risk Management	
13.2	Standing Orders	
13.3	Financial Regulations	
13.4	Internal Management (Handbook)	
13.5	Environment Policy	
13.6	Data Protection Policy	
13.7	Equal Opportunities Policy	
13.8	Privacy Notice	
13.9	Freedom of Information Policy	
13.10	Recruiting Policy	
<b>14.0</b>	<b>EMPLOYMENT SUB-COMMITTEE REPORT</b>	
	Councillor Iwan Huws stated that the Council has 3 employees and that arrangement will be made for them to be appraised annually before any raising of salaries. The appraisal will be carried out face to face when restrictions have been lifted. No Consumer Price Index adaptations have taken place for about 3 years, the sub-committee will be adopting a policy for arranging salaries to be adapted annually to take into account the inflation rate.	
	The annual meeting came to an end at 19.40 p.m.	