



## MINUTES

of the Annual Meeting of the Association held on  
**Friday 19<sup>th</sup> July 2019 at 10.30am**  
**at The Civic Halls Connah's Quay**

### 1. Record of attendance:

<b>Council</b>	<b>Attending</b>	<b>Apologies received</b>
Officers	Cllr P Morton Vice Chair Cllr J Butterfield President R A Robinson Secretary	Cllr J Ellis Chair
Abergele Town Council	Cllr B Roberts Cllr S Jones-Roberts Cllr R Waters	
Amlwch Town Council		
Argoed Community Council		
Bagillt Community Council	Cllr C Williams	
Bangor City Council	Cllr D Hainge Cllr J Martin Ian Jones (Clerk)	
Bay of Colwyn Town Council	Cllr B Barton Cllr H Meredith Tina Earley (Clerk)	
Broughton Community Council		
Buckley Town Council	Cllr V Blondek Cllr A Wooley	
Caerwys Town Council	Cllr L Edwards	
Caia Park Community Council		
Connah's Quay Town Council	Cllr I Smith Cllr P Davies Cllr E Faulkner Cllr G Faulkner S Goodman (Clerk)	
Conwy Town Council		



Denbigh Town Council	Cllr R Tickle	Cllr D Derry
Flint Town Council	Cllr S License	
Holywell Town Council	Cllr K Davies Cllr P York Jason Baker (Clerk)	
Llanasa Community Council		
Llandrinio/Arddleen Community Council		Carol Davies
Llandysilio Community Council		Cllr F Buckingham
Llandudno Town Council	Cllr B Bertola	Cllr M Lyon
Llanfairfechan Town Council		
Menai Bridge Town Council	Cllr D H Davies	
New Hawarden Community Council		
Penmaenmawr Town Council	Cllr M Baines Martin Hanks (Clerk)	
Prestatyn Town Council		
Rhuddlan Town Council		
Rhyl Town Council	Cllr J Chamberlain-Jones	
Ruthin Town Council	Cllr S Beach Cllr K Robson	
Shotton Town Council		
St Asaph City Council		
Towyn and Kinmel Bay Town Council	Cllr M Jones	Cllr B McLoughlin
Welshpool Town Council	Cllr C Robinson Cllr F Veenstra	

## **2. Welcome**

The meeting received a welcome from Cllr Ian Smith of Connah's Quay Town Council.

## **3. Agenda Notice**

To meeting formally received the agenda and notice of the meeting.



**4. Minutes of the Annual Meeting held in July 2018**

The meeting approved the minutes of the last Annual Meeting and the outgoing Chair signed said minutes.

**5. End of year report**

The meeting received an end of year report from Cllr B Roberts (outgoing Chair). A copy of the address is on file and published on the web site.

**6. Election of a Chair**

The meeting elected Cllr Julie Arnold of Welshpool Town Council as chair for the ensuing year.

**7. Election of Vice Chair**

There was an election for the Vice Chair which was conducted by secret ballot and with the votes counted by the secretary in the presence of Cllr J Butterfield and Cllr B Roberts. Cllr P Morton was elected to serve as Vice Chair for the ensuing year.

**8. Presentation of Gavel**

Cllr P Morton presented a glass gavel to Cllr B Roberts the outgoing chair in recognition of his service over the last 3 years as Chair.

**9. Election of Secretary/Treasurer**

- i) The meeting elected Robert Robinson as Secretary/Treasurer for the ensuing year.
- ii) The meeting thanked Welshpool Town Council (Secretary and the Council Staff) for all their support to the Association.
- iii) The meeting noted the proposal for future secretarial support when Robert Robinson retires from Welshpool Town Council. This will not apply for the current year.

**10. Election of an Executive**

The meeting elected an executive comprising the following members:

- Chair – Cllr J Arnold
- President – Cllr J Butterfield
- Vice Chair – Cllr P Morton



Continued:

Immediate past Chair – Cllr B Roberts

Secretary/Treasurer – Robert Robinson

4 other members – Cllr B Mcloughlin, Cllr D Hainge, Cllr B Bertola and  
Cllr L Edwards.

### 11. Annual Accounts

The meeting received and approved the Annual Accounts to 31<sup>st</sup> March 2019 with the adjustment as shown in the February 2019 column. See appendix A.

### 12. Audit

The meeting agreed to ask Whittingham Riddells to carry out an audit on the accounts.

### 13. Fees for 2019-2020

The meeting agreed the fee rates for 2019-2020 as follows:

<b>ANNUAL FEES</b>				
		<b>2017-2018</b>	<b>2018-2019</b>	<b>2019-2020</b>
		£	£	£
LARGER COUNCIL	Over 10,000 pop	80.00	85.00	90.00
MEDIUM COUNCIL	Overt 5,000 pop	55.00	60.00	65.00
SMALLER COUNCIL	Under 5,000 pop	40.00	45.00	50.00
	MEAL COST	16.00	16.50	17.00
	INCOME ESTIMATED	1700	1850	2000

### 14. Assistant Secretary 2019-2020

The meeting appointed two assistants to help with consultations during the year – they are to be Ian Jones and Tina Earley.



### **15. Welsh Language Policy**

The meeting considered and approved the Welsh Language Policy as set out below:

*The Association will carry out the following actions to recognise the importance of the Welsh Language in North and Mid Wales:*

- i) The web site home page shall be in both Welsh and English.*
- ii) The headed paper of the Association shall be bi-lingual.*
- iii) The Association will offer all material in Welsh upon request.*
- iv) The Association will respond to all correspondence received in Welsh using the Welsh Language.*
- v) The Association will issue all papers to members in English, it will be the responsibility of each Council to arrange their own translations if required.*

### **16. Dates and venues for 2019-2020 meetings**

The meeting confirmed the following dates for meetings and their locations:

#### **Quarterly Meetings**

25th October 2019	Holywell Town Council
17th January 2020	Rhyl Town Council
24 <sup>th</sup> April 2020	Welshpool Town Council
17 <sup>th</sup> July 2020	Connah's Quay Civic Halls

#### **Executive Meetings**

20<sup>th</sup> September 2019  
13<sup>th</sup> December 2019  
13<sup>th</sup> March 2020  
12<sup>th</sup> June 2020

All Executive Meetings are held at Rhyl Town Council Offices.

All meetings commence at 10.30am



**APPENDIX A**

<b>NORTH &amp; MID WALES ASSOCIATION OF LOCAL COUNCILS</b>													
	APRIL	MAY	JUNE	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	OVERALL
<b>ANNUAL ACCOUNTS YEAR TO 31.3.2019</b>													
<b>INCOME</b>													
Membership & Meals	144.00	256.00	16.00	1098.00	206.00	120.00	161.50	296.00	16.00	288.00	32.00	80.00	2713.50
Interest													0.00
Debtor's													0.00
Other													0.00
<b>TOTAL</b>	<u>144.00</u>	<u>256.00</u>	<u>16.00</u>	<u>1098.00</u>	<u>206.00</u>	<u>120.00</u>	<u>161.50</u>	<u>296.00</u>	<u>16.00</u>	<u>288.00</u>	<u>32.00</u>	<u>80.00</u>	<u>2713.50</u>
<b>COSTS</b>													
Meals		704.10				560.00		670.40			266.85		2201.35
Expenses													0.00
Administration													0.00
Bank charges													0.00
Gavel													0.00
Web hosting													0.00
Web site													0.00
Translation													0.00
Other													0.00
<b>TOTAL</b>	<u>0.00</u>	<u>704.10</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>560.00</u>	<u>0.00</u>	<u>670.40</u>	<u>0.00</u>	<u>0.00</u>	<u>266.85</u>	<u>0.00</u>	<u>2201.35</u>
<b>BALANCE</b>	<u>144.00</u>	<u>-448.10</u>	<u>16.00</u>	<u>1098.00</u>	<u>206.00</u>	<u>-440.00</u>	<u>161.50</u>	<u>-374.40</u>	<u>16.00</u>	<u>288.00</u>	<u>-234.85</u>	<u>80.00</u>	<u>512.15</u>
<b>BANK</b>													
Start	5900.30	6044.30	5596.20	5612.20	6710.20	6916.20	6476.20	6637.70	6263.30	6279.30	6364.45	6599.30	-
End	6044.30	5596.20	5612.20	6710.20	6916.20	6476.20	6637.70	6263.30	6279.30	6567.30	6599.30	6679.30	-
<b>Balance</b>	<u>-144.00</u>	<u>448.10</u>	<u>-16.00</u>	<u>-1098.00</u>	<u>-206.00</u>	<u>440.00</u>	<u>-161.50</u>	<u>374.40</u>	<u>-16.00</u>	<u>-288.00</u>	<u>-234.85</u>	<u>-80.00</u>	<u>-</u>