

**ANNUAL GENERAL MEETING
MINUTES**

Meeting: 23 July 2024 at 7.00pm
At: Village Hall, Llanbedrog and online

NAME	PRESENT	APOLOGIES
John Brinley Jones (Chair)	✓	
Alan Harper-Smith	✓	
Andrew Parry		✓
Greta Hughes	✓	
Gwenllian Davenport Hughes	✓	
Hywel James Sinclair Evans		✓
Ian Goronwy Williams		✓
Keith Williams	✓	
Kevin Wheatley	✓	
Thomas Victor Jones	✓	
William Roger Jones	✓	
ALSO		
Caroline Jones (Clerk)	✓	
Ann Llwyd (Translator) (online)	✓	

1. Present and apologies

The members present and apologies received are noted in the table above.
John Brinley Jones agreed to chair the meeting on this occasion.

2. Appointment of Chair and Vice Chair

In his absence, Andrew Parry was proposed as Chair, he had sent correspondence by email to the Clerk and John Brinley Jones prior to the meeting stating that he would accept the role if nominated.

Proposed by: Victor Jones Seconded by: Greta Hughes

Ian Williams was proposed as Vice-chair. Council would await his acceptance at the next meeting before confirming the position.

Proposed by: Victor Jones. Seconded by: William Roger Jones.

These appointments were unanimously agreed.

3. Llanbedrog Community Council documents for review and agreement:

- 3.1.** Standing Orders: Comments were suggested by the Clerk, an updated copy would be presented at the next council meeting for adoption.
- 3.2.** Financial Regulations: Some comments were offered by the Clerk and an updated copy would be presented at the next council meeting for adoption.
- 3.3.** Language Policy: Comments were offered by the Clerk and an updated copy would be presented at the next council meeting for adoption.
- 3.4.** Social Media Policy: It was noted that this policy was too long and detailed, and the Clerk was asked to review and simplify it and present an updated version at the next meeting.
- 3.5.** Accident Protocol Policy: Accepted, with a change to the contact details only.
- 3.6.** Burial Fees: Accepted, with a change to the contact details only.

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- 3.7.** Cemeteries' Regulations: Accepted, with a change to the contact details only.
- 3.8.** Risk Assessment: Accepted, with a change to the contact details only.
- 3.9.** Members' Code of Conduct: Accepted, with a change to the contact details only.
- 3.10.** Complaint Procedure: Accepted, with a change to the contact details only.
- 3.11.** The Community Council's Asset List: John Brinley Jones presented comments and it was proposed that the updated list be agreed at the next meeting.

It was agreed: for the full policy pack to be presented and accepted at the next meeting of the Community Council.

The meeting closed at: 7.30pm.

Llanbedrog Community Council met after the Annual General Meeting had ended.

DRAFT CHAIR APPROVED MINUTES	
SIGNED: John B Jones	DATE: 07/08/2024
MINUTES APPROVED	
SIGNED:	DATE: