

**BRIDGEND TOWN COUNCIL  
CYNGOR TREF PEN-Y-BONT AR OGWR**

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11<sup>th</sup> May 2022

**TO: ALL MEMBERS OF THE TOWN COUNCIL**

You are hereby summoned to the Annual Meeting of Bridgend Town Council on  
Monday 16<sup>th</sup> May 2022 at 6.00pm  
The meeting will be held as a hybrid meeting both at Carnegie House and remotely via Microsoft  
Teams for Business under the Local Government and Elections Act (Wales) 2021.

A link to access the remote meeting is published on the Town Council website at:  
<http://www.bridgendtowncouncil.gov.uk/committees-and-minutes/town-council-meetings.aspx>

**Pre-Meeting Business:** To receive the remarks of the outgoing Mayor.

**AGENDA**

1. **Election of Mayor**

To receive nominations for and elect a Town Mayor of Bridgend Town Council for 2022/2023  
and to receive the Town Mayor's Acceptance of Office.

2. To present the outgoing Mayor with a Past Mayor's Pendant

3. **Election of Deputy Mayor**

To receive nominations for and elect a Deputy Town Mayor of Bridgend Town Council for 2022/2023  
and to receive the Deputy Town Mayor's Acceptance of Office

4. To receive apologies for absence

5. To receive members Declarations of Interest

6. To Confirm and Sign Minutes of Town Council Meeting held on 19<sup>th</sup> April 2022

7. To consider and adopt the Code of Conduct for Members

8. To consider amendments and approve Standing Orders for 2022/2023

9. To review and approve delegation arrangements to committees, staff and other local  
authorities

10. To review and approve the BTC Terms of Reference for Committees

11. To review and approve the BTC Scheme of Delegation

12. Appointment of committees

To appoint members to existing committees for 2022/2023 subject to any amendments to committees approved under the review of Standing Orders for 2022/2023

- a) Finance Committee *6 Town Councillors plus Ex-officio*
- b) Planning Committee *6 Town Councillors plus Ex-officio*
- c) Personnel Committee *6 Town Councillors plus Ex-officio*
- d) Regeneration Committee *6 Town Councillors plus Ex-officio*
- e) Facilities Committee *6 Town Councillors plus Ex-officio*
- f) Community Engagement & Well-being Committee *9 Town Councillors plus Ex-officio and up to 7 co-optees:*
  - *Up to four co-optees for Carnegie House Art Centre*
  - *Up to two youth co-optees for well-being*
  - *One co-optee for military matters (Military Advisor)*

13. To appoint any new committees as necessary further to the review of Standing Orders for 2022/23

14. To appoint members to the Town Hall Working Group for 2022/2023

15. To consider co-opting up to two Youth Members drawn from the local community within the boundary of the Bridgend Town Council wards.

16. Representation on Outside Bodies

- a) To appoint one Councillor to sit on the BCBC Town & Community Council Forum for 2022/2023
- b) To appoint two representatives to sit on the BCBC Town Members Meeting for Major Projects and Collaboration for 2022/2023
- c) To appoint one Councillor and one deputy as representatives for One Voice Wales for 2022/2023
- d) To appoint one Councillor & one deputy to sit on Conservation Advisory Committee for 2022/2023 (if required)

17. To discuss and confirm Outside Representatives for Allotments for 2022/2023

18. To review and approve the Council's Financial Governance policies for 2022/2023:

- a) Financial Regulations
- b) Risk Assessment
- c) Internal Control
- d) Investment Strategy

19. To review Fixed Assets Register for 2022/2023

20. To authorise the signatories for the Council's banking arrangements for 2022/2023

21. To appoint an independent internal Auditor for 2022/2023

22. To note the Council's Insurer for 2022/2023

23. To review the Council's and/or staff subscriptions to other bodies

- a) One Voice Wales
- b) Town Clerk and Deputy Town Clerk: Society of Local Council Clerks
- c) National Allotment Society

Leanne Edwards

Town Clerk