

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

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SWYDDFEYDD CYNGOR
TY CARNEGIE
STRYD WYNDHAM
PEN-Y-BONT AR OGWR
CF31 1EF

11th May 2021

TO: ALL MEMBERS OF THE TOWN COUNCIL

You are hereby summoned to attend The Annual Meeting of the Town Council which will be held remotely via Microsoft Teams on Monday 17th May 2021 at 6:00pm

AGENDA

1. To Elect a Town Mayor of Bridgend Town Council for 2021/2022 and to receive the Town Mayor's Acceptance of Office for 2021/22
2. To Elect a Deputy Mayor of Bridgend Town Council for 2021/2022 and to receive the Town Mayor's Acceptance of Office
3. To receive apologies for absence
4. To receive members Declarations of Interest
5. To receive and confirm the minutes from the Town Council Meeting on 19th April 2021
6. To consider the review and adoption of Standing Orders for 2021/2022
 - a. To update Standing Orders Section 3 'Meetings Generally' to include a standing agenda item at the monthly Town Council meetings to receive questions or comments from the Youth Representatives
 - b. To consider an update to Standing Orders Section 4 'Current Committees' to include a Facilities Committee subject to consideration of two reports regarding the establishment of a Facilities Committee at Bridgend Town Council
 - i. Report from Town Clerk regarding the need for a Facilities Committee
 - ii. Land Management and Allotment Strategy Report from Cllr D Unwin regarding Facilities Matters (deferred from March Planning Committee meeting)
 - c. To consider an update from the Standing Orders Working group and discuss a timescale for the completion of the review of BTC governance documents and a date for approval of the revised documents at a future Council meeting.

7. To review and approve delegation arrangements to committees, staff and other local authorities
8. To review and approve the terms of reference for committees
9. To appoint members to existing committees for 2021/2022 subject to any amendments to committees approved under the review of Standing Orders for 2021/2022
 - 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. 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 and one co-optee for military matters (Military Advisor)]
10. To appoint any new committees as necessary further to the review of Standing Orders Section 4 for 2021/22
11. To consider co-opting up to two Youth Members drawn from the local community within the boundary of the Bridgend Town Council wards.
12. To appoint one Councillor & one deputy to sit on Conservation Advisory Committee for 2021/22 (if required)
13. To appoint one Councillor to sit on the BCBC Town & Community Council Forum for 2021/2022
14. To appoint two representatives to sit on the BCBC Town Members Meeting for Major Projects and Collaboration for 2021/2022
15. To appoint one Councillor and one deputy as representatives for One Voice Wales for 2021/2022
16. To confirm Outside Representatives for Allotments for 2021/2022
17. To consider an update from the Finance Committee and discuss a timescale for the completion of the review of BTC financial governance documents and a date for approval of the revised documents for 2021/22 at a future Council meeting.
18. To authorise the signatories for the Council's banking arrangements for 2021/2022
19. To appoint an independent internal Auditor for 2021/2022
20. To note the Council's Insurer for 2021/2022
21. To Review fixed assets register for 2021/2022
22. Review of 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