

# **OLD ST. MELLONS COMMUNITY COUNCIL**

Agenda of meeting to be held virtually at 6pm on  
Thursday 11<sup>th</sup> April 2024

1. **Apologies for absence & acceptance (1 min)**
2. **Declaration of interests (1 min)**
3. **Minutes – to approve as a correct record of the minutes of the meeting held on 14<sup>th</sup> March 2024 (2 min)**
4. **Matters arising from the minutes of 14<sup>th</sup> March 2024 (20 min)**
  - 4.1 D-Day80 – DB update
  - 4.2 Managing Green Spaces – training date – DB
  - 4.3 Installation of signs – RFO
  - 4.4 Review GDPR Privacy Notice – IB update
  - 4.5 Review GDPR Website Privacy Notice – IB update
  - 4.6 Risk assess St Edeyrn's wall and gates. Consider all encompassing annual risk review
  - 4.7 Review Code of Conduct – DR
  - 4.8 Review Complaints Procedure – GH
  - 4.9 OSMCCTC – Constitution
  - 4.10 OSMCCTC – Coach
  - 4.11 Cyber Resilience
5. **Local Residents (15 min) – web link available on request if meeting held via Zoom**

*Under Standing Order 3.(e) the meeting may be adjourned for up to fifteen minutes for a public session. Each member of the public may speak only once and may express observations only. Members of the Council should not enter into any discussion. The Chair may limit an individual's speech to provide equal opportunity to all members of the public.*
6. **County Councillors Report (5 min)**

*(Cllr Joel Williams, Cllr Peter Littlechild to present report)*
7. **Annual Planner (15 min)**
  - 7.1 Review Q4 budget vs actual costs and consideration of budget lines
  - 7.2 Quarterly signing of Bank Reconciliation
  - 7.3 PAYE months 9-12 April
  - 7.4 Agree Financial figures RFO Annual Return – VAT recovery review
  - 7.5 Audit Requirements
  - 7.6 Fire Risk Assessment – Ivorfire
  - 7.7 Annual Report
8. **Finance (15 min)**

*(RFO to present financial report)*
9. **S106 Monies and Pavilion (15 min)**
  - Project Fee
10. **OSMCC Tennis Club (10 min)**

*(Liz Croad-Protheroe to present report)*

  - Membership renewals/Coaching

This is a sensitive, confidential matter in respect of which the Council will be asked to resolve that the press and public be excluded from the meeting as per Standing Orders 3.C
11. **Police Matters (5 min)**

*(Police to present report)*
12. **Planning (5 min)**
13. **One Voice Wales (RJ) (5 min)**
14. **St. Mellons Primary CiW School (5 min)**

*(Mr Stephen Ashton to present report)*
15. **St. Edeyrn's Church Working Party (DB, DR, GH, RJ, JS) (5 min)**
16. **St. Edeyrn's Village (5 min)**
17. **Village Hall Working Party (AH, DB, DR, GH, RJ) (5 min)**
18. **Playing Field Working Party (AH, DR, IB, JC, JS, SE) (10 min)**
  - Farmers Market
19. **Training (10 min)**

*(Attendees to provide feedback from courses)*
20. **Correspondence (5 min)**
  - Dogs in playing field
21. **Items for next meeting (2 min)**



Mrs N Evelyn-Gauci  
Clerk to the Old St. Mellons Community Council