

WENTLOOGE COMMUNITY COUNCIL
Serving the Communities of Peterstone and St Brides

Chairman: Judy Clatworthy Vice Chairman: Julie Foster
Clerk: Nikki Malpas c/o Peterstone Village Hall, Peterstone, Wentlooge, CF3 2TR
email: clerk@wentloogecommunitycouncil.co.uk

16.05.24

Dear Member

ANNUAL GENERAL MEETING OF THE COUNCIL

The Annual General Meeting of Wentlooge Community Council will be held at Peterstone Hall on Tuesday 20th May at 2030 pm. The agenda will be as follows:

AGENDA

1. To elect a Chairperson for the Council Year 2025/26
2. To receive the Chairpersons Declaration of Acceptance of Office
3. To elect a Vice-Chairperson for the Council Year 2025/26
4. To receive declarations of personal and personal/prejudicial interests
5. To consider arrangements for the filling of Councillor vacancies through the process of co-option (if necessary)
6. To appoint Committees and Working Parties
7. Appointment of Representatives
 - Community Liaison Committee with Newport City Council (currently Cllr Foster and Cllr Clatworthy)
 - One Voice Wales Area Committee (Currently Cllr Foster)
8. To appoint a Data Protection Officer and consider renewal of registration with Information Commissioner's Office from 01 September 2025
9. To review the statement of accounts for 2024/25
10. To note Council agreed in February 2025 that Internal Auditor for 2024/25 would be Ms K Richards
11. To review Standing Orders and/or Financial Regulations as minuted February 2025
12. To review the Councils Insurance Arrangements and renewal of policy
13. To confirm the bankers for the Council (currently Unity Bank)
14. To review the current cheque signatory arrangements (currently signatories are Cllrs Foster, Clatworthy)

Yours faithfully

Nikki Malpas
Clerk
Wentlooge Community Council

MEMBERS OF THE PUBLIC AND THE PRESS CAN OBTAIN ANY DOCUMENTS REFERENCED ON THE AGENDA FROM THE CLERK PRIOR TO THE MEETING.

Members of the press or the public can also attend the meeting – as the clerk works part time for the council, please contact the clerk by no later than 2 pm on the day of the meeting to obtain the access link details.