



AGENDA

for the **ANNUAL MEETING**
of the **Association** to be held on
Friday 19th July 2024 at 10.30am
to be held at the **Civic Halls Connah's Quay**

1. Welcome

To receive a welcome from the Chair to the meeting.

To receive a welcome from the Mayor of Connah's Quay Town Council.

2. Record of attendance

To record a record of attendance and to receive any apologies for absence.

3. Minutes of the last Annual Association Meeting

To approve the minutes of the last annual meeting held in July 2023.

(see appendix A)

4. Election of Chair for the ensuing year

To elect a chair for the ensuing year. (Nomination forms sent out with agenda – to be returned to the Secretary no later than 11th July 2024).

If there are no nominations received by the due date notations will be taken from the floor.

5. Presentation to outgoing chair

The new chair to make a presentation to the outgoing chair.

6. Vice Chair for the ensuing year

To elect a vice chair for the ensuing year. (Nomination forms sent out with agenda) - to be returned to the Secretary no later than 11th July 2024).

If there are no nominations received by the due date notations will be taken from the floor.

7. Election of a Secretary/Treasurer

To elect a secretary/treasurer for the ensuing year. (Nomination forms sent out with agenda) - to be returned to the Secretary no later than 11th July 2024).

If there are no nominations received by the due date's notations taken from the floor.



8. Financial Report & Annual Accounts

To receive the annual accounts for approval – see appendix B.
 To appoint an auditor for the ensuing year. (David Plume retired accountant did them for the year ending 31st March 2023)

9. Annual fees

To consider the annual fees for the ensuing year:

Heading	Current	Proposed
Larger Council (pop 10,000 plus)	£100	£110
Medium Council (pop 5,000 plus)	£75	£85
Smaller Council (pop under 5,000)	£60	£70
Meals	£22	£23

To consider the budget presented for the ensuing year as set out below:

NORTH AND MID WALES ASSOCIATION OF LOCAL COUNCILS									
INCOME	ABERGELE	110	EXPENDITURE	SECRETARIAT	600	SECRETARIAT	COSTS	TRAVEL	250
	BEAUMARIS	70		WEBSITE	87			PAPER	15
	BROUGHTON	70		HALL HIRE	400			INK	85
	BUCKLEY	110		OTHER	200			STAMPS	58
	CAERSWYS	70						ZOOM	192
	CONNNAH'S QUAY	110						TOTAL	600
	DENBIGH	70							
	FLINT	110							
	HAWARDEN	70							
	HOLYHEAD	110							
	HOLYWELL	110							
	LLANDUDNO	110							
	LLANFAIR CAEREINON	70							
	LLANFAIRFECHAN	70							
	NEW MEMBERS	140							
	PENMAENMAWR	70							
	PRESTATYN	110							
	RHYL	110							
	RUTHIN	85							
	SHOTTON	110							
	ST ASAPH	70							
	TOWYN AND KINMELL BAY	110							
	TOTAL INCOME	2065		TOTAL EXPENDITURE	1287				
				BALANCE	783				

The secretary to help the balances is recommending that the secretariat cost is reduced from £900pa to £600pa – see budget above.



10. Approval of new Councils seeking membership of the Association

To approve new membership applications.

11. Dates of future meetings

To consider and approve the schedule of dates for 2024-2025 and to consider venues for each meeting.

Quarterly Meetings

- Friday 19th October 2024
- Friday 24th January 2025 - Beaumaris
- Friday 18th April 2025
- Friday 18th July 2025 – Connah’s Quay

Meetings start at 10.30am and will be in person and on zoom wherever possible.

Executive Meetings

- Friday 20th September 2024
- Friday 13th December 2024
- Friday 21st March 2025
- Friday 19th June 2025

Meetings start at 10.30am and will be by Zoom.

To consider venues of each meeting.



APPENDIX A

MINUTES

of the

ANNUAL MEETING

of the Association held on

Friday 21st July 2023 at 10.45am at

the Civic Halls Connah's Quay

Present:

Cllr Ian Hodge chair	Holywell
Cllr Norma Davies vice chair	Flint
Cllr Joan Butterfield president	Rhyl
Cllr Alyn Ashworth	Denbigh
Cllr Stephen Beach	Ruthin
Cllr Vivienne Blondek	Buckley
Cllr Jeanette Chamberlain-Jones	Rhyl
Cllr Bill Crease	Connah's Quay
Cllr Lynette Edwards	Caerwys
Cllr Lynda Griffiths	Towyn & Kinmell Bay
Cllr Bernise McLoughlin	Towyn & Kinmell Bay
Cllr Alan Manship	Connah's Quay
Cllr Bob Murray	Prestatyn
Cllr Peter Morton	St Asaph City
Cllr Jabez Oakes	Ruthin
Cllr Alan Owen	Connah's Quay
Gareth Nichols	Rhyl
Cllr Michael Pearce	Llandudno
Cllr Lorraine Rathbone	Buckley
Cllr Helen Roberts	Colwyn
Cllr Jackie Webster	Colwyn
Cllr Adrian West	Prestatyn



Robert Robinson Secretary

Llanfair Caereinion

Apologies for absence:

Apologies for absence:

Cllr Lynda Carter	Holywell
Cllr Michael Davies	Beaumaris
Cllr David Evans,	Shotton
Cllr Paul Fletcher	
Cllr Shirley Jones-Roberts	Abergele
Town Clerk	St Asaph City
Cllr Andrew Wood	Abergele

1. Welcome

The meeting received a welcome from the chair to the meeting.

The meeting received a welcome and short address from the Mayor of Connah's Quay Town Council Cllr Alan Manship.

2. Minutes of the last Annual Association Meeting

The meeting considered and approved the minutes of the last annual meeting held in July 2022.

Proposed by Cllr Bernise McLoughlin and seconded by Cllr Stephen Beach. The vote was unanimous.

3. Election of chair for the ensuing year

The meeting elected Cllr Ian Hodge as chair for the ensuing year.

4. Presentation to outgoing chair

The new chair made a presentation to Cllr Peter Morton the outgoing chair.

The meeting thanked Cllr Morton for his service during the time as chair over the past 3 years.

5. Vice Chair for the ensuing year

The meeting elected Cllr Norma Davies as vice chair for the ensuing year.

6. Election of a secretary/treasurer

The meeting elected Robert Robinson as secretary/treasurer for the ensuing year.



8. The executive

The meeting elected the following to the executive of the Association:

Cllr Lynette Edwards, Cllr Vivienne Blondek, Cllr Bernise McLoughlin, Cllr Michael Davies, and Jabez Oakes. Cllr Joan Butterfield President, Cllr Ian Hodge Chair, Cllr Norma Davies Vice Chair, Cllr Peter Morton (Immediate Past Chair) and Robert Robinson (Secretary) are also members as per the constitution.

9. Financial Report & Annual Accounts

The meeting received and approved the annual accounts.

Proposed by Cllr Michael Pearce and seconded by Cllr Helen Roberts. The vote was unanimous.

The meeting was informed that Bay of Colwyn Council was not renewing membership.

They are subject to audit. (completed)

10. Annual fees

The meeting considered and approved the annual fees for the ensuing year:

Heading	Current	Agreed
Larger Council (pop 10,000 plus)	£100	£100
Medium Council (pop 5,000 plus)	£75	£75
Smaller Council (pop under 5,000)	£60	£60
Meals	£20	£22
Associates for rail only	£10	£10

Proposed by Cllr Bill Crease and seconded by Cllr Helen Roberts.
The vote was unanimous.

The executive is to consider meetings and fees at its meeting in September.

It was agreed that fee invoices would not be issued until after the next executive meeting.

The discussion to included cost of membership to councils, meeting styles and venues.



The meeting considered and approved the budget presented for the ensuing year as set out below:

Membership fees		£1,700
Room hires	£300	
Secretary	£900	
Banking provision	£50	
Website	£325	
Other	£50	
Total		£1,625
Balance		£75

Proposed by Cllr Stephen Beach and seconded by Cllr Bernise McLoughlin. The vote was unanimous.

10. Email survey

An email survey is to be completed seeking views regarding:

Offers for venues of meetings.

If the council has highbred facilities.

Meetings in person or by zoom.

Proposed by Cllr Norma Davies and seconded by Cllr Alan Manship. The vote was unanimous.

11. Dates of future meetings

The meeting considered and approved the schedule of dates for 2023-2024.

Quarterly meetings

Friday	20 th October 2023	To be subject to a decision by the Executive.
Friday	19 th January 2024	To be subject to a decision by the Executive.
Friday	19 th April 2024	To be subject to a decision by the Executive.
Friday	19 th July 2024	Venue Connah's Quay Civic Halls



Meetings start at 10.30am.

The executive is to consider the venues of meetings at its meeting in September.

Executive meetings

Friday 20th September 2023

Friday 15th December 2024

Friday 22nd March 2024

Friday 21st June 2024

Meetings start at 10.30am and will be by Zoom.

Ruthin and Towyn & Kinmell Bay Councils may be able to host a meeting during the year.



APPENDIX B

**NORTH AND MID WALES ASSOCIATION OF LOCAL COUNCILS
ANNUAL ACCOUNTS – to 31st March 2024**

	2024	2023
INCOME		
Membership	<u>1140.00</u>	1350.00
Meals income *	<u>802.00</u>	1194.00
Interest	<u>0.00</u>	0.00
Debtors	<u>0.00</u>	0.00
Fees from last yea	<u>0.00</u>	0.00
Other	<u>0.00</u>	113.00
TOTAL	<u>1942.00</u>	<u>2657.00</u>
EXPENDITURE		
Meals **	<u>1130.00</u>	1300.35
Hall hire	<u>1049.18</u>	157.00
Expenses	<u>0.00</u>	95.00
Administration	<u>925.00</u>	1100.00
Bank charges	<u>0.00</u>	0.00
Gavel	<u>0.00</u>	0.00
Web hosting	<u>0.00</u>	84.00
Web site	<u>325.00</u>	0.00
Translation	<u>0.00</u>	0.00
Other	<u>0.00</u>	100.00
TOTAL	<u>3429.18</u>	<u>2836.35</u>
BALANCE	<u>-1487.18</u>	<u>-179.35</u>
BALANCE SHEET		
Assets		
General Funds	5624.39	5803.74
Income/Expend Ac	-1487.18	-179.35
Total	<u>4137.21</u>	<u>5624.39</u>

* Meals and hall hire - some income from January meeting will appear in 2024-2025 accounts



** Cost of meals and hall hire high due to Llandudno meeting at Venue Cymru and other venues costing more than before.

Most of not all venues are now charging more.