



AGENDA

For the

ANNUAL MEETING

of the Association to be held on

Friday 18th July 2025 at 10.30am

at the Civic Halls Connah's Quay

1. Welcome

To receive a welcome from the chair to the meeting.

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

2. Record of attendance

To record attendance and apologies for absence.

3. Minutes of the last Annual Association Meeting

To consider and approve the minutes of the last annual meeting held in July 2024.

4. Annual report from the Chair To receive a report from the Chair for the year to 31st March 2025.

5. Election of chair for the ensuing year

To receive nominations submitted as per the rules and to elect a chair for the ensuing year.

6. Vice Chair for the ensuing year

To receive nominations submitted as per the rules and to elect a vice-chair for the ensuing year.

7. Election of a secretary/treasurer

To receive nominations submitted as per the rules and to elect a secretary/treasurer for the ensuing year.



8. The Executive

To elect an executive of the Association:

Composition of the Executive

To consider the composition of the Executive and any alteration to the constitution before moving onto elections.

Standing members are: President, Chair, Vice Chair, Immediate past Chair, Secretary/Treasurer.

Elected members – up to 7 no.

Elected members for the year to May 2025 are:

Cllr Michael Davies	Beaumaris Town Council
Cllr Lynette Edwards	Caerswys Community Council part of time)
Cllr Bernise McLoughlin	Towyn and Kinmell Bay Town Council
Cllr Peter Morton	St Asaph City Council
Cllr Patrick Heeson	Mostyn Community Council
Cllr Ted Palmer	Flint Town Council

9. Financial Report & Annual Accounts

To receive and approve the annual accounts.

10. Annual fees

To consider and approved the annual fees for the ensuing year:

10.1 Annual accounts

To consider the annual accounts as attached (subject to audit) attached.

10.2 Internet Banking

To consider a report on internet banking with Lloyds for the Association.

10.3 Audit

To appoint an auditor for the year to 31st March 2026.



10.4 Fees for membership

To consider the fees for membership after consideration of the report on the Future of the Association. To consider meal costs for the ensuing year.

11. Future sustainability of the Association

To consider a report on the sustainability of the Association. (see attached).

12. Dates of future meetings

To consider the following dates for the quarterly and annual meetings for the ensuing year.

Quarterly meetings

All meetings are held on Fridays starting at 10.30am either by zoom or in person.

24th October 2025

23rd January 2026

17th April 2026

17th July 2026 (annual meeting) at Connah's Quay

Executive meetings

All meetings are held on Fridays starting at 10.30am by zoom.

19th September 2025

19th December 2025

13th March 2026

12th June 2026


ANNUAL ACCOUNTS – YEAR TO 31st March 2026

	2025	2024	2023
INCOME			
Membership	1175.00	<u>1140.00</u>	1350.00
Meals income *	640.00	<u>802.00</u>	1194.00
Interest	0.00	<u>0.00</u>	0.00
Debtors	0.00	<u>0.00</u>	0.00
Fees from last year	0.00	<u>0.00</u>	0.00
Other	80.00	<u>0.00</u>	113.00
TOTAL	1895.00	<u>1942.00</u>	<u>2657.00</u>
EXPENDITURE			
Meals **	614.00	<u>1130.00</u>	1300.45
Hall hire	64.00	<u>1049.18</u>	157.00
Expenses	82.60	<u>0.00</u>	95.00
Administration **	900.00	<u>925.00</u>	1100.00
Bank charges	0.00	<u>0.00</u>	0.00
Gavel	0.00	<u>0.00</u>	0.00
Web hosting	87.00	<u>0.00</u>	84.00
Web site	0.00	<u>325.00</u>	0.00
Translation	4.25	<u>0.00</u>	0.00
Other	0.00	<u>0.00</u>	100.00
TOTAL	1751.85	<u>3429.18</u>	<u>2836.45</u>
BALANCE	143.15	<u>-1487.18</u>	<u>-179.45</u>

**BALANCE SHEET****Assets**

General Funds	4137.21	5624.39	5803.74
Income/Expend Acct	143.15	-1487.18	-179.35
Total	4355.36	<u>4137.21</u>	5624.39

FUTURE SUSTAINABILITY PLAN FOR THE ASSOCIATION**1. Introduction**

This report looks at the sustainability of the Association into the future and how we might grow the membership by offering reduced costs.

2. Issues

The issues are possibly as follows:

Attendance

Attendance has been dropped over the past few years.

Councils are cutting costs

Councils are cutting costs and OVW and the Association are targets.

Costs

The cost of travel etc is a factor.

Time

People are busy and travelling is time.

Things have changed since Covid

The world and our environment has changed and we may need to change with it.

3. Reducing cost

A reduction in the running costs of the Association has been happening over the past two years with the secretariat cost reduced. This paper shows how we might reduce costs further and allow lower fees.



4. Suggested way forward

The plan is outline is:

To host 4 quarterly meetings:

January meetings by Zoom

April, July & October meetings in person & by zoom

To host 4 executive meetings by zoom

The secretariat cost £600pa was reduced from £900 in 2023 and the 2022 year of £1,200.

Invest £2,500 in a high interest account at 2-3%pa

A few things to be aware of are:

- a) Although this plan may work, what if it does not, putting fees up again maybe difficult.
- b) When the current secretary retires we do not know how much a new one might cost.

**5. Budget for ensuing year based on the above****INCOME**

<u>10</u> LARGER COUNCILS	£60pa	£600
<u>5</u> MEDIUM COUNCILS	£50pa	£250
<u>5</u> SMALLER COUNCILS	£40pa	£200
MEALS INCOME		£150
INTEREST	2%	£60
TOTAL INCOME		£1260

EXPENDITURE

WEBSITE	90	
TRAVEL (CARDIFF)	90	
SECRETARIAT **	600	
MEALS COST	125	
BANK CHARGES	60	
HALL HIRE	100	
GAVEL	50	
TOTAL		
EXPENDITURE		1115
BALANCE		145