



AGENDA

for the annual meeting of the **Association** to be held on
Friday 21st July 2023 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 2022.

(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 2023).

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 2023).

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 2023).

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.

9. Annual fees

To consider the annual fees for the ensuing year:

Heading	Current	Proposed
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

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

Membership fees	£1,700
Room hires	£300
Secretary	£900
Banking provision	£50
Website	£400
Other	£50
Total	£1,700
Balance	£0

At this time to consider meetings and the costs of the association.

10. Dates of future meetings

To consider and approve the schedule of dates for 2023-2024 and to consider venues for each meeting.

Quarterly Meetings

Friday	20 th October 2023
Friday	19 th January 2024
Friday	19 th April 2024
Friday	19 th July 2024

Meetings start at 10.30am.



Executive Meetings

Friday 22nd September 2023

Friday 15th December 2024

Friday 22nd March 2024

Friday 21st June 2024

Meetings start at 10.30am and will be by Zoom.



APPENDIX A

MINUTES

of the annual meeting of the **Association** held on
Friday 22nd July 2022 at 10.30am
at 1891 The Pavilion East Promenade Rhyl LL18 3QA

Present were.

Cllr Peter Morton Chair	City of St Asaph
Cllr Joan Butterfield	Rhyl
Jason Baker	Clerk to Holywell
Cllr Vivienne Blondek	Buckley
Cllr David Carr	Bay of Colwyn
Cllr Karen Davies	Holywell
Cllr Noma Davies	Flint
Cllr Lynette Edwards	Caerwys
Cllr Jeanette Hughes	Conwy
Cllr A James	Rhyl
Cllr Maurice Jones	Towyn & Kinmel Bay
Cllr Jones-Roberts	Abergele
Cllr R Murray	Prestatyn
Cllr Graham Nickels	Rhyl
Cllr Brian Roberts	Abergele
Cllr Bernice McLoughlin	Towyn & Kinmel Bay
Cllr Alan Manship	Connah's Quay
Cllr C Matthews	Bay of Colwyn
Cllr Eva Roberts	Conwy
Cllr Helen Roberts	Conwy
Cllr Brian Roberts	Abergele
Suzanne Wilson	Clerk Connah's Quay
Cllr Andrew Wood	Abergele
Cllr Arthur Woolley	Buckley
Cllr Peter York	Holywell
Robert Robinson Secretary	Llanfair Caereinion



Apologies were received from:

Cllr Alyn Ashworth	Denbigh
Cllr Linda Carter	Holywell
Cllr Bill Crease	Connah's Quay
Cllr Ian Hodge	Holywell
Cllr Becky Owen	Bay of Colwyn
Cllr J Chamberlain-Jones	Rhyl
Clerk to St Asaph City Council	

1. Welcome

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

The meeting received a welcome and outline of the main developments in Rhyl from the Mayor of Rhyl Town Council Cllr Diane King.

2. Minutes of the last Full Association Meeting

The meeting approved the minutes of the annual meeting held in July 2021.

3. Election of Chair for the ensuing year

The meeting elected Cllr Peter Morton as chair for the ensuing year.

4. Vice Chair for the ensuing year

The meeting elected Cllr Alyn Ashworth as vice chair for the ensuing year.

7. Appointment of a Secretary/Treasurer

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

The secretary offered to reduce his payment for administration from £1,200pa to £960pa. This was rejected by the meeting and it was confirmed that the payment of £1,200pa would remain for the forthcoming year.

8. Election of a President

The meeting **Elected** Cllr Joan Butterfield as president for the ensuing Council term.

9. Executive for the ensuing year

The meeting approved the following members of the Executive for the ensuing year:

Cllr Peter Morton Chair
Cllr Joan Butterfield
Cllr Alyn Ashworth Vice Chair
Cllr Bernice McLoughlin



Cllr Lynnette Edwards
 Cllr Maurice Jones (Towyn and Kimmel Bay)
 Cllr Vivienne Blondek (Buckley)
 Cllr Alan James (Rhyl)

10. Financial Report & Annual Accounts

The meeting **approved** the annual accounts for the year to 31st March 2022 as attached to these minutes.

The Secretary will now proceed to gain a formal audit of the accounts..

9. Annual fees

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

Heading	Current	Proposed
Larger Council (pop 10,000 plus)	£90	£100
Medium Council (pop 5,000 plus)	£65	£75
Smaller Council (pop under 5,000)	£50	£60
Meals	£16	£20

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

Membership fees	£1,880
Room hires	£200
Insurances	£80
Secretary	£1,200
Banking provision	£120
Website	£90
Other	£50
Total	£1740
Balance	£140

The secretary pointed out the with costs rising it is unknown how the year will turn out. The meeting will be presented with updated figures at each meeting so that the situation can be monitored.

The meeting noted that the cost of the April and July meeting will be a few hundred pounds over income.



10. Dates of future meetings

To meeting considered and approve the schedule of dates for 2022-2023.

Quarterly Meetings

Friday	21 st October 2022 - Prestatyn
Friday	20 th January 2023 – Flint
Friday	21 st April 2023 – Bay of Colwyn (to be advised)
Friday	21 st July 2023 at Connah's Quay

Meetings start at 10.30am and will be in person.

Executive Meetings

Friday	23 rd September 2022
Friday	9 th December 2022
Friday	17 th March 2023
Friday	16 th June 2023

Meetings start at 10.30am and will by Zoom until restrictions allow.

**APPENDIX B**

**NORTH AND MID WALES ASSOCIATION OF LOCAL COUNCILS
ANNUAL ACCOUNTS – to 31st March 2023**

ANNUAL ACCOUNTS**2023****INCOME**

Membership	<u>994.00</u>
Meal's income	<u>1550.00</u>
Interest	<u>0.00</u>
Debtors	<u>0.00</u>
Fees from last year	<u>0.00</u>
Other	<u>113.00</u>
TOTAL	<u>2657.00</u>

EXPENDITURE

Meals	<u>1457.35</u>
Expenses	<u>95.00</u>
Administration	<u>1100.00</u>
Bank charges	<u>0.00</u>
Gavel	<u>0.00</u>
Web hosting	<u>0.00</u>
Web site	<u>84.00</u>
Translation	<u>0.00</u>
Other	<u>100.00</u>
TOTAL	<u>2836.35</u>

BALANCE	<u>-179.35</u>
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BALANCE SHEET**Assets**

General Funds	5803.74
Income/Expend	
Acct	-179.35
Total	<u>5624.39</u>

Represented by

Bank account	5624.39
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