



CROESYCEILIOG AND LLANYRAFON COMMUNITY COUNCIL
CYNGOR CYMUNED CROESYCEILIOG a LLANYRAFON
Caring for the Community

Mr Adrian Isaacs
Clerk to the Council & Responsible Financial Officer

WOODLAND ROAD SPORTS & SOCIAL CENTRE
CROESYCEILIOG
CWMBRAN
TORFAEN NP44 2DZ

Tel: 01633 869933
E-Mail: croesy.llanyccclerk@torfaen.gov.uk
Website: www.croesyceiliogandllanyrafoncc.org.uk

NOTICE OF ANNUAL COUNCIL MEETING
MONDAY 24th MAY 2021 AT 6.00PM

17th May 2021

To The Chair and Members of
Croesyceiliog & Llanyrafon Community Council

Dear Chair / Councillors

You are summoned to attend an **ANNUAL MEETING** of Croesyceiliog & Llanyrafon Community Council to be held remotely on **Monday 24th MAY 2021 at 6.00pm** .

The business to be transacted is set out in the agenda below .

Yours sincerely

Adrian Isaacs
Clerk to the Council & Responsible Financial Officer



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ANNUAL MEETING
Wednesday 24th MAY 2021
AGENDA

1. Elect a Chair of the Council

- (i) Chair to sign Acceptance of Office

2. Elect Vice-Chair of the Council

- (i) Vice Chair to sign Acceptance of Office

3. Retiring Chair's Annual Report

4. Apologies

5. Minutes

To receive and note the minutes of the Annual Meeting that was held on 25 May 2020. *

It is good practice to approve Annual Minutes at the next monthly Ordinary meeting, and not wait a year before approving their content. Therefore this evening's Annual minutes will be approved and duly signed at next month's Ordinary meeting and merely noted next May .

6. Business Planning Committee

- (i) Nominations for 7 members of this Committee.
(ii) Nominations required for Chair to the Business Planning Committee for 2021/22

7. Appointment of Representatives to Outside Bodies

Members are requested to consider nominations for representatives on outside bodies

8. Agreement of Standing Orders *

9. Agreement of Policy Document *

10. Cycle of Meetings for 2021/22 *

Members are requested to consider and agree the cycle of meetings

- Denotes document attached .