

# Llanelly Community Council

## By Email

### Dear Councillor

You are summoned to attend a **Sub-committee Meeting** of Llanelly Community Council at the Gilwern Community Centre, Common Road, Gilwern on **Monday 17 July 2017** commencing at **7.00 pm** for the purpose of transacting the business on the agenda.

Members are invited to declare personal and prejudicial interests in items on the agenda. It is a requirement that declarations from a member include the nature of the interest and whether it is personal or prejudicial. Copies of this agenda and relevant reports can be made available to members of the public attending a meeting by requesting a copies from the Clerk to the Council on 01873 832 550. Please note: you will need to give 3 day's notice prior to the meeting in order to provide you with this agenda.

### **Ten General Principles Llanelly Community Council members need to consider.**

*Selflessness, Honesty and Integrity, Objectivity, Accountability, Openness, Personal Judgement, Respect for Others, Duty to Uphold the Law, Stewardship, Leadership.*

Cllr's Nelmes, Dixon and Price, members with an interest will be welcome.

*Adrian Edwards*

**Clerk to the Council  
Date 10 July 2017**

### **Agenda**

1. Apologies for absence.
2. Declaration of interest.
3. To accept the Sub-committee Terms of Reference
4. To consider the way forward on the management of the Gilwern Community Centre
  - 3.1 To consider the recommendations from the last subcommittee meeting 29 June. (Minutes distributed to members)
  - 3.2 To formulate a committee structure and membership.
  - 3.3 Consider allowing Gilwern Roots to hold a (Party in the Park).
  - 3.4 Change the job tile from Handy Man to Community Hall co-ordinator.
5. Recommendation to next council meeting.
6. Agenda items from members for inclusion on the next agenda as Standing Orders 9 (b)

# Llanelly Community Council

## LOCAL GOVERNMENT ACT 2000

### MEMBERS CODE OF CONDUCT – PARAGRAPHS 10 & 11& 12

I, Community Councillor \_\_\_\_\_

Gives the Community Councils, Proper Officer written notification of a personal interest declared by me at a meeting of Llanelly Community Council:

Held on \_\_\_\_/\_\_\_\_/\_\_\_\_ details of which are set out below:

Please tick the relevant box below:

- Personal Interest**
- It was not a prejudicial interest**
- It was a prejudicial interest and I left the meeting**
- It was a prejudicial interest but I have received dispensation from the Standards Committee.**

**Agenda item:** \_\_\_\_\_

**Details of the business on the agenda which the Personal Interest relates to:**

**Details of the personal interest:**

**Please Note:** in addition to the written disclosure of an interest, members have an obligation to declare the interest orally at the meeting, before, or at the commencement of the consideration of the item, or when the interest becomes apparent. Members should hand the Declaration of Interest forms to the Proper Officer at the end of the meeting or returned to the council office before the end of the week following the meeting.

**Signed:** \_\_\_\_\_

**Date:** \_\_\_\_\_

# Llanelly Community Council

## Apology for absence

I, Community Councillor \_\_\_\_\_

Gives the Community Councils, Proper Officer written notification of a reason for absence for the meeting on the date below. (see note)

Held on \_\_\_\_/\_\_\_\_/\_\_\_\_ details of which are set out below:

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### Guidance Note

*If a member is unable to attend a meeting, that member should submit an apology in writing by completing this form, whenever possible, the form should be returned to the Clerk of the Council before the start of the meeting.*

*Members must be mindful there is no requirement to do so, but the verbal apology may not be acceptable indicating a member's reason for non-attendance.*

*Failure to attend any meeting of the Council for a continuous period of six months will render a member unable to continue in office unless their absence was due to some reason approved by the Council before the expiry of six months since the date of the last meeting attended.*

Print Name: .....

Date: .....

Sign: .....