

TALGARTH TOWN COUNCIL

Mrs Josephine M E Rumsey, Town Clerk

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TO: MAYOR, MEMBERS TALGARTH TOWN COUNCIL

Your attendance is requested at the **TALGARTH TOWN COUNCIL ANNUAL GENERAL MEETING** on **WEDNESDAY 16 SEPTEMBER 2020 at 7.00pm.** **DUE TO COVID-19 THE MEETING WILL BE HELD REMOTELY**

AGENDA

1. Apologies for absence
2. To declare matters of interest as per Members' Code of Conduct
3. Minutes of the previous AGM held on 15 May 2019 (confirmed on 12 June 2019) -
Copy attached for ease of reference.
4. Outgoing Mayor's Report
5. Nominations for Mayor 2020-2021 – Election. *Mayor to sign Declaration of Acceptance.*
6. Nominations for Deputy Mayor 2020-2021 – Election.
7. Matters arising from Minutes of AGM held on 15 May 2019.
8. Internal Auditor 2020/2021 - Due to COVID-19, the AGM due in May 2020 was postponed. The post of Internal Auditor 2020/2021 was appointed at our first remote meeting on 17 June 2020.
9. To review Talgarth Town Council (TTC) documents – *(to review annually at AGM as previously agreed):*
 - TTC Standing Orders – *attached*
 - TTC Financial Regulations - *attached*
 - TTC Risk Assessment - *attached*
 - TTC Assets Register as at 31 March 2020 - *attached*
 - Town Hall - Fire Risk Assessment – *attached*
 - Town Hall Risk Assessment – *attached*
 - Public Conveniences Risk Assessment - *attached*

 - Talgarth Town Council Policies – *To update and agree at an early future meeting*
 - St Gwendoline's Churchyard Risk Assessment – *To agree at an early future meeting*
10. Town Council representatives on Sub-Committees/Groups – *attached*
11. Town Councillors Signatories and Town Clerk's authorisation on NW Bank Account transfers
12. Items for a future meeting
13. Date and time of next meeting.

Members of the public wishing to join remote meetings to speak about an agenda item need to contact the Clerk no later than 5pm on the day prior to the meeting in order to put arrangements in place.