

 <p><b>Draethen, Waterloo and Rudry Community Council</b></p>	<p><b>C/o Rudry Parish Hall, Rudry, Caerphilly</b></p> <p><b><a href="http://www.dwrcouncil.co.uk">www.dwrcouncil.co.uk</a></b></p> <p><b>Town Clerk/RFO: Myra Osborn</b> <b>Email: <a href="mailto:clerk@dwrcouncil.co.uk">clerk@dwrcouncil.co.uk</a></b></p>
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**20 May 2024**

**To: Members of Draethen, Waterloo and Rudry Community Council**

**Dear Councillors**

You are summoned to attend the :

**Annual General Meeting of Draethen, Waterloo and Rudry Community Council** that will be held on **Tuesday 28 May 2024 at 6.00 pm**. The meeting will be 'hybrid' both in person indoors at Rudry Parish Hall, Rudry and via a remote virtual platform with at least 5 days prior notice to the Clerk.

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

**Yours faithfully**

**Myra Osborn Clerk to the Council/RFO**

## **AGENDA**

- 1. Appoint a Chairperson of the Council.** The appointment will be for the year to April 2025
- 2. Appoint a Vice-Chairperson of the Council.** The appointment will be for the year to April 2025
- 3. Apologies**

***Draethen, Waterloo and Rudry Community Council – Annual Council Meeting Agenda 28 May 2024***

#### **4. Declarations of Interest**

#### **5. Minutes**

To receive the minutes of the annual general meeting that was held on 12<sup>th</sup> September 2023, the minutes were agreed and signed at the 26<sup>th</sup> October 2024 Full Council

#### **6. Standing Orders**

To review and adopt the Council's Standing Orders for the ensuing year 2024/25 – this document is reviewed annually

#### **7. Policy Documents**

To review and adopt the Council's Policy Documents for the ensuing year 2024/25 – the documents are reviewed annually

- Policy Document
- Financial Regulations
- Social Media Policy
- Data Protection Policy
- Privacy Notice
- The Model Local Resolution Protocol
- Personnel Management Handling Grievance Protocol
- Biodiversity Statement
- Climate Emergency Statement
- Risk Assessment / Asset List for 2024/25
- Annual Report

#### **8. Appoint Representatives to Outside Bodies**

To appoint representatives for the ensuing year 2024/25

#### **9. Cycle of Meetings**

To consider and approve the suggested cycle of meetings for 2024/2025