

Cyngor Tref Castell Newydd Emlyn

Newcastle Emlyn Town Council

Mayor Making 2016

The Mayor Making Ceremony was held on Wednesday 18th May 2016 at Ysgol Gyfun Emlyn, Newcastle Emlyn at 7:30pm.

Present: Councillors and invited guests.

Apologies: Received from Cllrs Maureen Webley & Gareth Williams and various guests.

1. Cllr. Pauline Evans outgoing Mayor encapsulated her year in office and then presented certificates in recognition of achievement to: Fflur Williams & Sam Smith of Ysgol y Ddwylan, Ruby Butterworth of Ysgol Gyfun Emlyn also representatives of NCE Ladies Hockey Team and NCE 2^{nds} Rugby Team.
2. Cllr Odette Little was elected as Mayor. This was proposed by Cllr Pauline Evans, seconded by Cllr Hazel Evans and passed by the Council unanimously.
3. Cllr Odette Little read and signed the acceptance of office.
4. Cllr Odette Little proposed a vote of thanks to the outgoing Mayor, this was seconded by Cllr Peter Lewis and passed unanimously.
5. Cllr Peter Lewis was elected as Deputy Mayor. This was proposed by Cllr Alan Jones and seconded by Cllr Hazel Evans.
6. Cllr Peter Lewis read and signed the acceptance of office.
7. Cllr Odette Little appointed Reverend Dr Wynford Thomas MTh as Chaplain.
8. Mrs Marian O'Toole stepped in at the last minute to play the piano prior to the commencement of the Ceremony and for the singing of the National Anthem. Light refreshments followed the Ceremony.

Annual Meeting 2016

The Annual Meeting was held at The Committee Room, Cawdor Hall on Thursday 19th May 2016 at 7:30pm. The Mayor, Cllr Odette Little presided.

Present:- Cllrs. Kelvin Baker, Allan Davies, Hazel Evans, Alan Jones, Peter Lewis & Gareth Williams. Clerk:- Stella Jones. Police – PCSO Jeff Kedward

1. Apologies – Cllrs Cefin Evans, Maureen Webley.

2. Confirmation of Previous Minutes

The minutes of the 2015 Annual Meeting had been accepted as correct in the June 2015 meeting.

3. Matters arising - There were no matters arising.

4. Membership of Outside Bodies

One Voice Wales:	Cllr Hazel Evans & Clerk
Playing fields:	Cllr Cefin Evans
Swimming Pool:	Cllr Pauline Evans
Hanes Emlyn:	Cllr Peter Lewis
Traders Group:	Cllr Odette Little
Youth Club Committee:	Cllr Maureen Webley
Mart	Cllr Kelvin Baker
Emlyn Hall	Cllr Kelvin Baker
Fair Trade	Cllr Odette Little

Signed _____

Date _____

5. Election of Committee Members

Town Council Planning Committee: (5):- Deputy Mayor. Cllrs. Cefin Evans, Maureen Webley, Alan Jones, Allan Davies with Cllr Hazel Evans as CC representative

Finance Committee: (5):- Mayor. Cllrs. Hazel Evans, Allan Davies, Alan Jones, Peter Lewis,

Procedures Review: (5):- Mayor. Cllrs. Allan Davies, Hazel Evans, Peter Lewis, Alan Jones

CCTV Committee: (4) Cllrs. Alan Jones, Gareth Williams, Kelvin Baker, Peter Lewis

Christmas Lights: (4) Cllrs. Alan Jones, Gareth Williams, Kelvin Baker, Peter Lewis

6. Mayors Allowance

The Mayors Allowance reduced to £800.00

7. Clerks Salary

This will be reviewed in the next Finance Committee.

8. Financial accounts

- i. The Annual Accounts have been audited by Internal Auditor Mrs Ann James and formally accepted by Council. Proposed by Cllr Pauline Evans Seconded by Cllr Kelvin Baker
- ii. **Financial Check List** - the following to be reviewed in the next Finance Meeting

Monthly Rental:- To be reviewed every June & then if there is a motion for increase this will commence in September

One unit on lease at present – Unit 4 by Mrs Yana Jones - £216.67 per month

Annual Rental:- Attic Theatre – £2,900.00 this will be annually by Standing Order

Market Hall Metres – new metres installed in each unit to be read by Clerk – this to be resumed as units are leased

Precept – check for receipt in April, September & January

VAT claim – when there is a large amount to claim or at the end of April annually

May – review of Clerk's Salary by Finance Committee

9. Appointment of Internal Auditor for Financial Year 2016/17

It was unanimously agreed that Mrs Ann James of Capel Iwan should continue Auditing the accounts and to be paid the sum of £160.00 as for the previous year.

10. Constitutional matters

It was agreed to continue to hold meetings on the third Thursday of every month except for August and December when there will be no meetings:

Dates of 2016 Meetings: June 16th, July 21st, September 15th, October 20th, November 17th.

Dates of 2017 Meetings: January 19th, February 16th, March 16th, April 20th, May 17th & 18th

W Evans & George were appointed as solicitors for the Town Council for the year 2016/17, and should be advised of this.

There being no further business the meeting was closed at 8.15pm

Signed _____

Date _____

