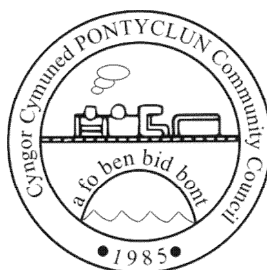


Cyngor Cymuned Pontyclun Community Council

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A G E N D A

The **Extraordinary** of the Pontyclun Community Council will be held in the Community Council's office at the Pontyclun Community Centre, Heol yr Orsaf, Pontyclun at 7.00 p.m. on Tuesday, 4 June, 2013.

Clerk to the Council
31 May, 2013

- | | | |
|------|---|------------------|
| 1 | To receive any apology for absence from the meeting of any Councillor and consider acceptance, or otherwise, of the reason, if any, given for such absence | 2 mins |
| 2 | Declaration of Interest
To receive disclosures of personal interests from Members in accordance with the Code of Conduct
(Note: Members are requested to identify the item number and subject matter that their interest relates to and signify the nature of the personal interest. Where Members withdraw from a meeting as a consequence of the disclosure of a personal interest, they must notify the Chairman when they leave) | 5 mins |
| 3 | Matters reported for decision | |
| i. | Clerk
Review and adoption of appropriate standing orders
(Appendix 11 May 2013 Monthly Meeting) | 1 hrs
15 mins |
| ii. | Clerk
Review and confirmation of arrangements for insurance cover in respect of all insured risks
(Appendix 14(a) & (b) May 2013 Monthly Meeting) | 15 mins |
| iii. | Clerk
Review and adoption of appropriate financial regulations (Appendix 12 May 2013 Monthly Meeting) | 20 mins |
| iv. | Clerk
Review of inventory of land and assets including buildings and office equipment
(Appendix 13 May 2013 Monthly Meeting) | 5 mins |
| v. | Clerk
Confirm Annual Return has been presented to Council (copies distributed by Clerk at May 2013 Monthly Meeting) | 10 mins |

4 Reports from Working Groups

WG1 Working Group1
Administration

Report (Appendix 5 May 2013
Monthly Meeting)

MOTION2: That the Council
accepts the six months review of the
Clerk's employment as summarised
and available for inspection.

10 mins

MOTION 3: That the Council
approves the sending of the letter
confirming the employment of the
Clerk at the end of her probationary
period and confirming her salary

Dear Members. Please ensure all relevant documents received at the May 2013 monthly meeting are brought to this meeting as no further copies have been produced.

Note: A copy of this Agenda can be made available in Welsh