

Pontardawe Town Council, Office 2, 2nd floor, Pontardawe Arts Centre, Herbert Street, Pontardawe SA84ED

Email: town.clerk@pontardawetowncouncil.gov.wales

Telephone 07827972226

5th May 2023

Dear Councillor

I wish to inform you that the Annual General Meeting of the above Council will be held on Monday 15th May 2023 at the Gallery, 2nd Floor, Pontardawe Arts Centre, Herbert Street, Pontardawe SA8 4ED with Hybrid facilities by Zoom

I trust that you will be able to attend.

Yours faithfully

D Phillips

Town Clerk

**AGENDA**

1. Election of Mayor 2023/24
2. Election of Deputy Mayor 2023/24
3. Adopt Standing Orders 2023/24
4. Adopt Financial Regulation 2023/24
5. To consider Mayor’s & Deputy Mayors allowance for 2023/24
6. Agree Members Code of Conduct
7. To agree Committees terms of reference
8. To elect Members to serve on Council’s Committees 2023/24: Policy & Resources (Mayor & Deputy Mayor plus 6 Members), Planning (Mayor & Deputy Mayor plus 6 Members), Finance (Mayor & Deputy Mayor plus 6 Members), Personnel (Mayor & Deputy Mayor plus 6 Members), Development (Mayor & Deputy Mayor plus 6 Members), Eco & Wellbeing Committee (Mayor plus 7 Members), Community Plan Steering Committee
9. To elect Members to serve on other Committees 2023/24: One Voice Wales (1 Member plus 1 Deputy), Town & Community Council Liaison Committee (Mayor plus one Member as Deputy), Pwllfawatkin Liaison (2 Members plus 2 Deputies), WREN (1 Member), Cwmnantllechi Liaison (1 Member and 1 Deputy), Gwrhyd Liaison (1 Member and 1 Deputy), Arena/ Riverside Project (1 Member plus 1 Deputy)
10. Annual Accounts
11. Bank Account Mandates – Unity Trust (4 Members), Nationwide (3 Members)
12. Bank Reconciliation Quarterly review (Members who do not hold a banking Mandate)