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| <b>Risca<br/>Town<br/>Council</b> | <b>C/o Risca Palace Library,<br/>75 Tredegar Street, Risca, NP11 6BW<br/>Office is currently closed due to the health<br/>crisis and lockdowns<br/>Tel: 07779906517<br/>www.riscatowncouncil.org.uk<br/>Town Clerk/RPO: Bob Campbell<br/>email &lt; <a href="mailto:clerk2riscatc@gmail.com">clerk2riscatc@gmail.com</a> &gt; or<br/>clerk@riscatc.uk</b> |
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**1 Nov 2020**

**To: The Mayor and Members of Risca Town Council**

**Dear Councillors**

You are summoned to attend the  
**Annual General Meeting of Risca Town Council** that will be held on  
**Monday 9<sup>th</sup> Nov 2020 at 6.00 pm.** Due to the current health crisis and lockdowns  
Welsh Government postponed the meeting from May 2020 to a date prior to 31  
December 2020. **The meeting will be held via a remote virtual platform.**  
Unfortunately it will not be possible to invite the public and the press

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

**Yours sincerely**



**Bob Campbell**  
**Clerk to the Council/RFO**

## **AGENDA**

**1 Appoint a Chairperson/Mayor of the Council.** Due to the health crisis and lockdowns Welsh Government's emergency laws stated Town and Community Councils in Wales could allow the current Chairperson/Mayor to remain in post in 2020 if they agreed to continue. At the remote virtual Full Council meeting held on 11 May 2020 the 2019/20 Chairperson/Mayor Cllr Anthony Davies agreed to remain in post for 2020/21

**2 Appoint a Vice-Chairperson/Mayor of the Council.** Due to the health crisis and lockdowns Welsh Government's emergency laws stated Town and Community

Councils in Wales could allow the current Vice Chairperson/Mayor to remain in post in 2020 if they agreed to continue. At the remote virtual Full Council meeting held on 11 May 2020 the 2019/20 Vice Chairperson/Mayor Cllr Michael Parker agreed to remain in post for 2020/21

**3 Apologies**

**4 Declarations of Interest**

**5 Minutes**

To receive the minutes of the seventh annual general meeting that was held on 13<sup>th</sup> May 2019, agreed and signed on 10 June 2019

**6 Standing Orders**

To review and adopt the Council's Standing Orders for the ensuing year 2020/21 – this document is reviewed annually

**7 Policy Documents**

To review and adopt the Council's Policy Documents for the ensuing year 2020/21 – the documents are reviewed annually

- Policy Document
- Financial Regulations
- Social Media Policy
- Data Protection Policy
- Privacy Notice
- The Model Local Resolution Protocol
- Personnel Management Protocol
- Biodiversity Statement
- Climate Emergency Statement
- and the Risk Assessment/Asset List for 2020/21

**8 Appoint Representatives to Outside Bodies**

To appoint representatives for the ensuing year 2020/21

**9 Cycle of Meetings**

To consider and approve the suggested cycle of meetings for 2020/2021