

**RISCA
TOWN
COUNCIL**

**C/o Risca Palace Library,
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Town Clerk/RPO: Bob Campbell

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10 May 2022

To: The Mayor and Members of Risca Town Council

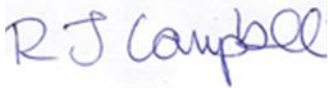
Dear Councillors

You are summoned to attend the

Annual General Meeting of Risca Town Council that will be held on **Monday 16th May 2022 at 6.00 pm**. The meeting will be 'hybrid' both in person indoors at **Bethany Church Hall** and via a remote virtual platform.

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.** The appointment will be for the year to April 2023
- 2 Appoint a Vice-Chairperson/Mayor of the Council.** The appointment will be for the year to April 2023
- 3 Apologies**
- 4 Declarations of Interest**

5 Minutes

To receive the minutes of the ninth annual general meeting that was held virtually on 10th May 2021, the minutes were agreed and signed at the 14 June 2021 virtual Full Council

6 Standing Orders

To review and adopt the Council's Standing Orders for the ensuing year 2022/23 – this document is reviewed annually

7 Policy Documents

To review and adopt the Council's Policy Documents for the ensuing year 2022/23 – 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
- and the Risk Assessment/Asset List for 2022/23

8 Appoint Representatives to Outside Bodies

To appoint representatives for the ensuing year 2022/23

9 Cycle of Meetings

To consider and approve the suggested cycle of meetings for 2022/2023