

**RISCA
TOWN
COUNCIL**

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

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8 May 2023

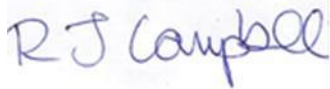
To: The Mayor and Members of Risca Town Council

Dear Councillors

You are summoned to attend the :

Annual General Meeting of Risca Town Council that will be held on **Monday 15th May 2023 at 6.00 pm**. The meeting will be 'hybrid' both in person indoors at Bethany Church Hall and via a remote virtual platform (only with prior notification of the Clerk). 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 2024
- 2 Appoint a Vice-Chairperson/Mayor of the Council.** The appointment will be for the year to April 2024
- 3 Apologies**
- 4 Declarations of Interest**

5 Minutes

To receive the minutes of the ninth annual general meeting that was held on 16th May 2022, the minutes were agreed and signed at the 13 June 2022 Full Council

6 Standing Orders

To review and adopt the Council's Standing Orders for the ensuing year 2023/24 – this document is reviewed annually

7 Policy Documents

To review and adopt the Council's Policy Documents for the ensuing year 2023/24 – 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 2023/24
- Annual Report

8 Appoint Representatives to Outside Bodies

To appoint representatives for the ensuing year 2023/24

9 Cycle of Meetings

To consider and approve the suggested cycle of meetings for 2023/2024