



Canolfan Adnoddau Tŷ Luke O'Connor
21 Llys Barter
Hightown
Wrexham
LL13 8QT

Luke O Connor House Resource Centre
21 Barter Court
Hightown
Wrexham
LL13 8QT

Tel: 01978 291562
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27th April 2023

Dear Councillor

ANNUAL MEETING OF THE COUNCIL AND PLANNING COMMITTEE

Your attendance is requested at the Annual Meeting of the Offa Community Council on Thursday 4th May 2023 at 7pm at Luke O Connor House Resource Centre, Hightown. The link to join the Zoom meeting will be sent separately.

Yours sincerely

Karen Benfield
Clerk to the Council

COUNCIL MEETING-AGENDA

Members of the public will be allowed a maximum of 5 minutes to address members before the meeting commences.

- 1 Election of a Chairman
- 2 Election of a Vice-Chairman
- 3 Declaration of Acceptance of Office of Chairman
- 4 Apologies for absence
- 5 Declaration of Interests
- 6 Appointment of Committees and delegation of powers

- 7 Appointment of signatories on bank accounts
- 8 Appointment of representatives on outside bodies:
Luke O'Connor Management Committee
Hightown Community Centre Management Committee
Parciau Community Centre Management Committee
Maesgwyn Community Centre Management Committee
- 9 Dates and times of ordinary meetings of the Council for 2023/24
- 10 Police Matters
- 11 Confirmation of the Minutes of the Council Meeting held on the 6th April 2023
(copy enclosed)
- 12 Matters Arising (to receive information only)
- 13 Committee reports (copies enclosed)
The Management, Finance and General Purposes Committee – 20th April 2023
The Planning Committee- 6th and 20th April 2023
- 14 One Voice Wales membership – to discuss the benefits of joining the National Association for Community Council in Wales (further information to be supplied prior to the meeting)
- 15 Annual Return 2023/24 – to receive the Income and Expenditure Statements and approve the Annual Return for Audit (enclosed)
- 16 General Power of Competence – to consider eligibility and resolve to-declare that Offa Community Council is an eligible Community Council
Criteria:
 1. At least two thirds of the total number of Councillors of the Community Council must have been declared elected.
 2. The Clerk must hold the CILCA or equivalent Level 3 qualification in the National Qualifications Framework.
 3. The Council must have received two unqualified auditor's opinions for two consecutive financial years, the latest of which must have been received during the 12 month period ending on the day on which the Councils resolution is passed.
- 17 Accounts for Payment
- 18 Correspondence

DISTRIBUTION: All Council Members, Lesley Griffiths AM, Sarah Atherton MP,
N Wales Police, WCBC Members for Offa Wards, the Press.

