



21st May 2026

Dear Councillor,

The next meeting of Bargoed Town Council will be the Annual Meeting of Bargoed Town Council to be held at **6.00pm on Wednesday 27th May 2026**. The meeting will be held on a hybrid basis using MS Teams in accordance with the provisions of The Local Government and Elections (Wales) Act 2021.

The business to be transacted is as set out on the agenda below:

### AGENDA

1. To elect a Mayor for Bargoed Town Council for 2026-2027. (Deputy Mayor 2025-26 to chair the first item of business on this agenda).
2. To receive, in accordance with the Local Elections (Declaration of Acceptance of Office) (Wales) Order 2004, SI 2004/1508 the mayor's signed Declaration of Acceptance of Office.
3. To welcome Mr M Roberts, co-opted Member to the Bargoed ward at Bargoed Town Council and receive, in accordance with the Local Elections (Declaration of Acceptance of Office) (Wales) Order 2004, SI 2004/1508 his signed Declaration of Acceptance of Office.
4. To elect a Deputy Mayor for Bargoed Town Council for 2025-2026.
5. To receive apologies for absence.
6. To receive declarations of Interests or dispensations on any item(s) on this Agenda, if appropriate. [Councillors and Officers are reminded of their personal responsibility to declare any personal and/or prejudicial interest(s) in respect of any item of business on this agenda in accordance with the Local Government Act 2000, and the Code of Conduct for both Councillors and Clerk.]
7. Press and Public Participation Session. (Members of the public who wish to speak on any item on the agenda should contact the Clerk prior to the meeting).
8. To receive, review & approve draft unapproved minutes of the special Full Council meeting 6<sup>th</sup> May 2026.
9. To appoint committees, working groups and Town Council representatives to other bodies as follows:
  - 9.1 Engagement Lead (senior role, 1 member)
  - 9.2 Policy and Resources Committee (8 members, committee chair to be appointed)
  - 9.3 Human Resources & Staffing sub-committee (5 members; deputy mayor to chair)
  - 9.4 Finance & Governance Toolkit Lead (senior role, 1 member)
  - 9.5 Finance & Governance Toolkit working group (4 members)
  - 9.6 Community Activities & Environment Committee (8 members, committee chair to be appointed)
  - 9.7 Environment working group (4 members)
  - 9.8 Aneurin Bevan University Health Board liaison committee (5 members)
  - 9.9 Annual Report working group (4 members)
  - 9.10 Town and Community Councils Liaison Committee & CCBC Liaison Committee (2 members)
  - 9.11 One Voice Wales Area Committee (2 members)
  - 9.12 One Voice Wales Larger Councils Committee (2 members)

10. To approve terms of reference for lead roles and committees as follows:

- a. Engagement Lead
- b. Finance & Governance Lead
- c. Policy & Resources Committee
- d. Human Resources & Staffing Committee
- e. Community Activities & Environment Committee

11. To re-adopt the following documents as reviewed at special full council 6<sup>th</sup> May 2026:

- a. Standing Orders.
- b. Scheme of Delegation
- c. Financial Regulations
- d. Statement of Internal control

12. To receive information from the clerk and consider a resolution regarding eligibility to use the General Power of Competence.

13. To delegate quarterly scrutiny of accounting records (one member plus a reserve).

14. To confirm town council banking arrangements and account signatories.

15. To consider and approve the payment of direct debits, regular payments and approved service providers (in respect of payments for expenditure within project budgets which have been authorised by council/committee resolutions).

16. To confirm the town council insurance arrangements.

17. To consider and confirm, in accordance with the Democracy and Boundary Commission Annual Report, member allowances as follows:

- a. Mayors Allowance £1,500
- b. Deputy Mayor Allowance £500
- c. Senior Role Payments £500 (each, for 2 committee chairs – Policy & Resources and Community Activities & Environment)
- d. Attendance Allowance payments of £30 per member per full council meeting.  
(Members are reminded that should they choose to reject allowances this **must** be communicated to the clerk in writing)

18. To consider a resolution on allowances for the two new senior roles of Engagement Lead and Finance & Governance Toolkit Lead, reallocating funds from the civic budget.

19. To review and re-adopt the town council risk assessment and management plan.

20. To re-approve the following policies as circulated to members electronically prior to the meeting:

- |                                  |                           |
|----------------------------------|---------------------------|
| a. Code of Conduct               | d. Data Protection Policy |
| b. Complaints Policy & Procedure | e. Health & Safety Policy |
| c. Press & Media Policy          |                           |

21. To re-adopt the Bargoed Town Council Training Plan as at Full Council 15<sup>th</sup> October 2025.

In accordance with the Local Government and Elections Act 2021 members of the press and the public are entitled to attend this meeting. For connection details the Town Clerk should be contacted.

**Please note**, if a member of the public or press wishes to speak on an item on this agenda, the clerk should be contacted in advance of the meeting.

Yours faithfully,

*H S Williams*

(Helen Williams, Clerk to the Council)