

CYNGOR CYMUNED LLANDDAROG COMMUNITY COUNCIL

Cofnodion Cyfarfod Blynyddol Cyffredinol 2017 Cyngor Cymuned Llanddarog a gynhaliwyd ar y 10/5/2017 yn Festri Porthyrhyd - 19.30yh.

Minutes of the 2017 Annual General Meeting of Llanddarog Community Council held on the 10/5/2017 at the Vestry Porthyrhyd – 19.30pm

Presennol / Present:

Cynghorwyr / Councillors: J Youens (Cadeirydd ymdd. / Ret. Chairman), J Williams O.B.E, M Rees, R Newell, D Stewart, W Evans & R Owen.

Cyng Sir A Davies / County Cllr A Davies (19.40pm).

Clerc / Clerk & Cyfieithydd / Translator.

1.0 Arwyddo datganiadau derbyn swydd / Signing of declarations of acceptance of office

Fe wnaeth bod Aelod darllen ac arwyddo datganiadau o flaen y Clerc. Roedd y Cyngor yn hapus i'r Clerc gwrrd a Mr R Jones er mwyn iddo ef wneud yr un peth / *Each Member read and signed declarations in front of the Clerk. The Council was happy for the Clerk to meet with Mr R Jones for him to do the same.*

2.0 Ymddiheuriadau / Apologies.

Mr R Jones

3.0 Datganiadau o fuddiannau personol / Declarations of personal interest.

Dim / None

4.0 Adroddiad y Cadeirydd ymdd. / Ret. Chairman's Report

Croesawodd y Cadeirydd pawb i'r Cyfarfod Blynyddol. Diolchodd y Cadeirydd i'r Aelodau a'r staff. Rhoddodd y Cadeirydd adroddiad llawn o'i gwaith dros y Cyngor yn ystod y flwyddyn, gan ddatgan ei bod wedi bod yn anrhydedd i arwain y Cyngor / *The Chairman thanked the Members and the staff. The Chairman gave a comprehensive report of her work during the year and stated that it had been an honour to lead the Council.*

5.0 Etholiad Cadeirydd 2017/18 ac arwyddo datganiad derbyn swydd / Election of Chairman 2017/18 and signing of declaration of acceptance of office

Cynigiwyd y Cyng y Cyng J Youens i fod yn Gadeirydd gan y Cyng W Evans ac eiliodd y Cyng R Owen. Etholwyd y Cyng J Youens yn unfrydol fel Cadeirydd. Diolchodd y Cyng J Youens i'r Cyngor a dywedodd ei fod yn anrhydedd i fod yn Gadeirydd Cyngor Cymuned Llanddarog. Roedd yn llawn ymwybodol o ddyletswyddau'r swydd ond yn hyderus y gallai wynebu'r dyletswyddau drwy gyd weithrediad yr Aelodau a'r Clerc. Fe wnaeth y Cyng J Youens darllen ac arwyddo y datganiad swydd o flaen y Clerc / Fe barhaodd y cyfarfod gyda Cyng J Youens yn y Gadair / *Cllr J Youens was proposed as Chairman by Cllr W Evans and seconded by Cllr R Owen. Cllr J Youens was unanimously elected as Chairman. Cllr J Youens thanked the Council and*

stated that it was an honour to be elected as the Chairman of Llanddarog Community Council. She was well aware of the responsibilities of the post but was confident that she could cope with the assistance of her fellow Members and the Clerk. Cllr J Youens read and signed the declaration of office in front of the Clerk. The meeting continued with Cllr J Youens in the Chair.

6.0 Etholiad Is-Gadeirydd 2017/18 ac arwyddo datganiad derbyn swydd / Election of Vice Chairman 2017/18 and signing of declaration of acceptance of office

*Cynigiwyd y Cyng y Cyng R Owen i fod yn Is-Gadeirydd gan y Cyng J Youens ac eiliodd y Cyng M Rees. Etholwyd y Cyng R Owen yn unfrydol fel Is-Gadeirydd. Fe wnaeth y Cyng R Owen darllen ac arwyddo y datganiad swydd o flaen y Clerc. Nodir hefyd fe wnaeth Cyng Sir A Davies ddod i'r ystafell am 19.40yh. / *Cllr R Owen was proposed as Vice Chairman by Cllr J Youens and seconded by Cllr M Rees. Cllr R Owen was unanimously elected as Vice Chairman. Cllr R Owen read and signed the declaration of office in front of the Clerk. It should also be noted that County Cllr A Davies entered the room at 19.40pm.**

7.0 Adolygiad Polisiau y Cyngor / Review of Council Policies

*Fe wnaeth bod Aelod derbyn gopi o adroddiad y Clerc o flaen llaw. Penderfynnwyd nodi fod adolygiad wedi cael ei gynnal a fod dim angen adnewyddu y fframwaith polisiau ar hyn o bryd. Yn ychwanegol, fe wnaeth y Cyngor hefyd nodi anghenion o rhan taliadau fel y mynegir yn y rheoliadau ariannol. Yn dilyn adolygiad o'r manded banc, fe wnaeth y canlynol cael ei adnabod fel tystysgrifion ar gyfer y flwyddyn – Cyng W Evans, R Jones, J Youens a'r Clerc. Fe fydd y manded yn cael ei adloygu yn gyson. / *Each Member had received a copy of the Clerk's report beforehand. It was resolved to note that a review had been undertaken and that there was no need to renew the policy framework at this time. Furthermore, the Council also noted the requirements for payments as per the financial regulations. Following a review of the bank mandate the following were identified as signatories for the year Cllrs W Evans, R Jones, J Youens and the Clerk. The mandate is to be kept under review.**

8.0 Penodi cynrychiolwyr i'r is-bwyllgor cyffredinol / Appointment of General sub committee members.

Penderfynnwyd mai aelodau sefydlog yr Is Bwyllgor fydd y Cadeirydd a'r is Gadeirydd. Cytunwyd hefyd, pan fydd mater lleol yn cael ei drafod i benodi un aelod arall o'r ardal hynny. / It was resolved that the standing members of the sub committee should be the Chairman and the Vice Chairman It was also agreed to appoint one additional Member when a local issue was being discussed.

9.0 Penodi cynrychiolydd Un Llais Cymru / Appointment of a One Voice Wales representative

Penderfynnwyd taw Cyng M Rees fydd yn gynrychiolydd gyda Mr R Jones fel eilydd. / Resolved that Cllr M Rees be representative and Mr R Jones as the substitute.

10.0. Cyrff Llywodraethol ysgolion / School Governing bodies

Penderfynnwyd rhestru y mater ar agenda cyfarfod mis Mehefin 2017 y Cyngor / *It was resolved to list this matter on the agenda of the June 2017 meeting of Council.*

11.0 Cynrychiolydd Grŵp Cynghorau'r Gwendraeth. / Gwendraeth Group of Community Council representative

Penderfynnwyd benodi y Cyng J Youens gyda Cyng M Rees fel eilydd/ *It was resolved to appoint Cllr J Youens with Cllr M Rees as substitute.*

12.0 Cadarnhau Mr LM Jones for Archwiliwr Mewnol cyfrifon 2016/17 a hefyd cadarnhau'r llythr apwyntio / Confirmation of Mr LM Jones as Internal Auditor for accounts 2016/17 and also confirm instruction letter.

Fe wnaeth bod Aelod derbyn gopi o'r llythr arfaethedig o flaen llaw a hefyd rhoddwyd adroddiad ar lafar gan y Clerc ynglyn â'r adolygiad flynyddol (cofnod 19 cyfarfod Ebrill 2017). Penderfynnwyd gadarnhau apwyntiad Mr Lewis M Jones yn ogystal a'r llythr fel gyflwynwyd / *Each Member received a copy of the proposed letter beforehand and the Clerk also gave a verbal report in respect of the annual review (minute 19 April 2017 meeting refers). Resolved to confirm appointment of Mr Lewis M Jones along with the letter as provided.*

13.0 Cadarnhau y Clerc fel y Swyddog Ariannol Cyfrifol am 2017/2018 / Confirmation of the Clerk as the Responsible Financial Officer for 2017/2018.

Penderfynnwyd gadarnhau y Clerc / *Resolved to confirm the Clerk.*

14.0 Cadarnhau yr Arolygydd Ariannol Mewnol am 2017/2018 / Confirmation of Internal Financial Examiner for 2017/2018.

Penderfynnwyd gadarnhau Mr R Jones / *Resolved to confirm Mr R Jones.*

15.0 Swm lwfans ddinesig y Cadeirydd am 2017/2018 / Chairman Civic allowance sum for 2017/2018

Penderfynnwyd swm o £300 / *Resolved that the sum be £300.*

16.0 Cadarnhau trefniadau taliad a chyfrifo ar gyfer lwfans ddinesig y Cadeirydd am 2017/2018 / Confirm arrangements for payment and accounting for Chairman's civic allowance for 2017/2018

Rhoddwyd adroddiad ar lafar gan y Clerc a gyfeiriwyd yn benodol at cofnod 22 cyfarfod Ebrill 2017. Penderfynnwyd barhau gyda'r drefn o rhoi sic o £300 i'r Cadeirydd, gyda'r Cadeirydd yn rhoi rhestr o gwariant i'r Clerc ar ddiwedd y flwyddyn / *The Clerk gave a verbal report that referred specifically to minute 22 of the April 2017 meeting. It was resolved to continue the practice of giving a cheque for £300 to the Chairman, with the Chairman then providing an itemised list of expenditure to the Clerk at the end of the year.*

17.0 Cadarnhau yr angen am, a threfniadau ar gyfer, cyfethol 3 aelod i'r Cyngor / Confirmation of the requirement, and arrangements for, co-option of 3 Members onto the Council

Fe wnaeth bod Aelod derbyn gopi o'r hysbyseb arfaethedig o flaen llaw a hefyd rhoddyd adroddiad ar lafar gan y Clerc. Drwy nodi yr angen i'r Cyngor i ddangos ei bod yn gwneud bob ymdrech o fewn rheswm i gyfethol, fe mynegwyd siom fod y broses heb gael ei gwblhau drwy'r etholiad. Penderfynnwyd gadarnhau yr hysbyseb a'r dyddiadau a rhoddir ynddi. Bydd Aelodau yn codi ymwybyddiaeth a fe fydd y Clerc yn doddi yr hysbyseb ar y wefan a'r hysbysfyrdau. Fe fydd unrhyw datganiadau o diddordeb yn cael ei ystyried gan y Cyngor yng nghyfarfod mis Mehefin 2017 / *Each Member received a copy of the proposed notice beforehand and the Clerk also gave a verbal report. In noting that the Council needs to demonstrate that it is making every reasonable effort to co-opt, disappointment was conveyed that the process couldn't be completed through the election. Resolved to confirm the notice and the dates therein. Members will seek to raise awareness and the Clerk will place the notice on the website and in noticeboards. Any declarations of interest will be considered by the Council at its June 2017 monthly meeting.*

18. Diwrnod, amser a lleoliad y cyfarfodydd / Date time and location of meeting

Penderfynnwyd i gynnal y cyfarfodydd ar yr ail ddydd Mercher o'r Mis am 7.30yh yn Festri Porthyrhyd / *It was resolved that the meetings should be held on the second Wednesday of the Month at 7.30pm in Porthyrhyd Vestry.*

19.0 Llythr croeso a sesiwn anwythiad anffurfiol / Welcome letter and informal induction session.

Penderfynnwyd nodi fod llythr wedi gael ei ddanfôn i bod Aelod yn trafod amryw o faterion gan gynnwys hyfforddiant. Hefyd, fe gynhaliwyd sesiwn anwythiad anffurfiol cyn y cyfarfod blynyddol, a fe wnaeth 2 o Aelodau ei fynychu / *It was resolved to note that a letter had been sent to all Members outlining a range of issues including training. Also, an informal induction had been held before the AGM, at which 2 Members attended.*

Daeth y cyfarfod i ben am 20.10 yh / The meeting finished at 20.10 pm.