

Canolfan Adnoddau Ty Luke O'Connor
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Luke O'Connor House Resource Centre
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Saturday 9th May 2026

Dear Councillor,

You are summoned to attend the **Annual Council** meeting at **7pm Thursday 14th May 2026** at **Luke O'Connor House, 21 Barter Court, Wrexham LL13 8QT** and remotely by Zoom.

Clerk Offa CC is inviting you to a scheduled Zoom meeting.

Join Zoom Meeting chat link :

<https://us06web.zoom.us/jc/85639888113>

Meeting ID: 856 3988 8113

Passcode: 428465

Gyda Diolch / With thanks
Helen McCarthy, Temporary Clerk.

AGENDA

1. **Election of Chair** - To consider and confirm the appointment of the Chair of the Council for the municipal year 2026/27.
2. **Election of Vice Chair** – To consider and confirm the appointment of the Vice Chair of the Council for the municipal year 2026/27.
3. **Apologies** - To receive and consider apologies for absence.
4. **Declarations of member interest** - to note declarations of Members' interests. (Members need to declare any personal or prejudicial interest in items on the agenda, either at the beginning of the meeting or when the relevant item arises).
5. **Minutes**
 - a. To approve the minutes of the meeting held on 9th April 2026 and to note any matters raised by the Clerk.
 - b. To note the draft minutes of the Planning Committee Meeting held on 30th April 2026.

6. Public Session

- a. To consider a recommendation to suspend the meeting for up to 12 minutes to permit members of the public to make representations, answer questions and give evidence in respect of any business included on the agenda (in accordance with Standing Orders 3 e,f,g and h). A member of the public shall not speak for more than 4 minutes.
- b. To consider a recommendation to resume the meeting and reinstate Standing Orders.

7. Review of Policies.

- a. To consider approval of Standing Orders,without amendment (report provided).
- b. To consider approval of Financial Regulations without amendment (report provided).
- c. To consider a recommendation to defer the annual review of all other policies as noted in Standing Order 5 j.

8. Standing Committees.

To confirm the terms of reference for the following standing committees:

- a. Planning Committee (report provided).
- b. Staffing Committee. (report provided).

To confirm membership of the standing committees:

- c. Planning Committee five members currently sought and to appoint the Chair as per SO 4 d vi.
Current membership being Cllrs A. Jenkins, D.Jones, S.Vale, M.Stephens, K.Williams.
- d. Staffing Committee five members currently sought and to appoint the Chair as per SO 4 d vi.
Current membership being S.Vale, C.Griffiths, D.Jones, A.Jenkins.

9. Meeting Schedule.

To approve the Council's meeting schedule for the municipal year 2026/2027 (report provided).

10. Member co-option and election notices.

- a. To receive any nominations for co-option for the Offa, Hermitage and Erddig ward vacancies.
- b. To note 2 elections for Offa and Brynyffynnon wards respectively.

11. To receive a report on banking matters prepared by the Clerk (report provided),

12. Appointment of Signatories on Bank Accounts.

13. Schedule of Payments.

- a. To consider and approve payments and salaries to end of April 2026 and note the bank reconciliations (report provided).
- b. To approve a schedule of direct debit payments (report provided).

14. Financial Reporting.

- a. To receive and note finalised 2025/2026 accounts.
- b. To approve budget line virements for 2026/27 (report provided).

15. Internal Audit Report 2025-26.

To receive and note the report from the internal auditor (report provided).

16. Annual Governance Return 2025-26

To receive and approve prior to submission to external auditor (report provided).

17. Inventory Land & Assets. – to note (report provided).

18. Working Groups

To receive feedback and agree recommendations from the following working groups:

- a. Community Centres – (report provided).
- b. Pride in Place Funding – to receive an update on the submitted grant application and approve a list of small projects to be funded using Reserves. (report provided).
- c. Environmental Clean Up Day – to receive an update on proposals (report provided).

19. To discuss the need for a Policies Review Working Group.

20. Council Office Review - To discuss and give officers permission to:

- a. Explore the relocation of the Council office from LOCH to the Parciau Community Centre.
- b. To award Adferiad a licence for sole occupancy of LOCH.

21. Grant requests – to consider early grant requests requiring an early response (reports provided).

22. To note the dates of the following meetings:

- a. Planning and Environmental Committee, 7pm Thursday 4th June 2026.
- b. Annual Council 7pm Thursday 11th June 2026.