



**CYNGOR  
CYMUNED  
LLANTRISANT  
COMMUNITY  
COUNCIL**

Parish Office  
Newbridge Road  
Llantrisant  
RCT  
CF72 8EX

Swyddfa'r Plwyf  
Heol Pontnewydd  
Llantrisant  
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Gofalu am y Gymuned  
Caring for the Community  
**Beddau  
Llantrisant  
Talbot Green  
Tynant**

**Clerc/Clerk  
Miss Catherine Craven**

Siarter o Gyfeillgarwch  
Charter of Friendship  
**Crécy-en-Pontheiu**



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24 April 2019

You are summoned to attend the **Scrutiny Committee Meeting** of LLANTRISANT COMMUNITY COUNCIL to be held at Caerlan Hall, on Wednesday 1 May 2019 at 3.00pm for transacting the following business.

Yours sincerely,

Councillor R Hunt  
Chair

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|----------|--|
| <b>1</b> | To receive apologies for absence.  |
| <b>2</b> | To receive Disclosures for personal and pecuniary interests in items of business listed below in accordance with the Code of Conduct |
| <b>3</b> | To confirm and sign the minutes of the 23 October 2018. <i>Appendix 1 pages 1 and 2</i>  |
| <b>4</b> | To agree the following policies  |
|          | a) Standing Orders <i>Appendix A pages 3-21</i>  |
|          | b) Financial Regulations <i>Appendix B pages 22-39</i>   |
|          | c) Financial and Business Risk Assessment <i>Appendix C pages 40-44</i>  |
|          | d) Insurance Cover <i>Appendix D pages 45-174</i>  |
|          | e) Adoption Leave Policy <i>Appendix E pages 175-181</i>   |
|          | f) Adverse Weather Policy <i>Appendix F pages 182-184</i>  |
|          | g) Alcohol and Drug Abuse Policy <i>Appendix G pages 185-191</i>   |
|          | h) Annual Leave and Flexi Time Policy <i>Appendix H pages 192-201</i>  |
|          | i) Capability and Policy and Procedure <i>Appendix I pages 202-216</i>   |
|          | j) Equal Opportunities Policy <i>Appendix J pages 217-219</i>  |
|          | k) Dignity at Work, Bullying and Harassment Policy <i>Appendix K pages 220-226</i>   |
|          | l) Disability Policy <i>Appendix L pages 227-236</i>   |
|          | m) Disciplinary Rules and Procedures <i>Appendix M pages 237-253</i>   |
|          | n) Community Grant Policy <i>Appendix N pages 254-255</i>  |
|          | o) Publication Scheme <i>Appendix O pages 256-264</i>  |
|          | p) Public Attendance at Councils Meetings <i>Appendix P pages 265-266</i>  |
|          | q) Tailored Adjustment Record <i>Appendix q pages 267-274</i>  |
|          | r) Training and Development Policy <i>Appendix r pages 275-278</i>   |
| <b>5</b> | To agree the arrangements for the watering of the summer floral displays for 2019.   |
| <b>6</b> | To consider the end of year finance and internal audit report from 29 April 2019.  |