



Minutes of the Extraordinary Meeting of the Council
held at the Council Meeting Room, Trane Cemetery, Tonyrefail
at 6.00pm on Thursday, 1st December 2022

Present: Cllr L Michel (Chair)
Cllr M Balestrazzi
Cllr A Davies
Cllr M Davies
Cllr G Evans
Cllr D James
Cllr D Owen-Jones
Cllr K Webb

Residents x 2 with another arriving at 6.12pm

Absent: -

Officers: Ms J van Tonder (Incoming Clerk)

1. Apologies for absence

Apologies for absence had been received from Cllrs D Grehan and G Powell.

2. Declarations of Interest

There were no declarations of interest made.

3. Public Break – Co-option to fill vacancy (Tynybryn ward)

3.1 Policy on Procedure for Conducting Co-options

The second section of the policy, *At the Meeting*, was read out by the chair and acknowledged as understood by members present.

3.2 Written applications from candidates

Candidates' written submissions, circulated with the agenda, were noted.

3.3 Candidates invited to speak

The two candidates present were invited to address the meeting.

Mr Steven Kiff advised he had nothing more to add to his written submission.

Mr Martin Barron addressed members outlining his background, ambitions for the community and what he felt he could offer the role.

As the third candidate had not yet arrived, members resolved to move to agenda item 4: Financial Matters and return to item 3: Co-option to fill vacancy upon her arrival.

4. Financial Matters

4.1 Accounts paid – October 2022

4.2 Accounts for payment – November 2022

Members considered the two lists of payments for October and November 2022 respectively. A payment made to Screwfix in the amount of £132.98 in October was queried. Deputy Clerk to revert with further details on that expenditure.

It was proposed, seconded and

Resolved: To accept the lists of expenditure, and
To approve the payment of invoices due by cheque

6.12pm – Ms Amanda Richards arrived

3.3 Candidates invited to speak

Ms Amanda Richards was invited to address the meeting. She too gave insight into her background, ambitions for the community and what she felt she could offer the role.

It was noted Ms Richards had been unaware that the meeting was taking place until notified shortly after the meeting commenced. The ongoing issue with emails going straight into recipients' spam folders was agreed to be the likely cause and was being addressed.

Candidates were then thanked for their addresses.

3.4 Co-option to fill vacancy

Members resolved to introduce Standing Order 3(d) - by reason of the confidential nature of the business to be transacted; members of the press and public shall be excluded.

Members discussed the merits of each candidate.

Conclusion of Standing Order 3(d) – members of the press and public invited to return to the meeting.

The Clerk advised members of the procedure to be followed in that each candidate's name would be read out, in alphabetical order, and a proposer and seconder would be sought. All candidates, proposed and seconded, would be put forward to the vote by a show of hands.

Mr Martin Barron	- no proposer
Mr Steven Kiff	- no proposer
Ms Amanda Richards	- proposed and seconded

And, following a vote, it was

Resolved: To co-opt Ms Amanda Richards to the Council representing the ward of Tynybryn

5. Urgent Items

Members resolved to introduce Standing Order 3(d) - by reason of the confidential nature of the business to be transacted; members of the press and public shall be excluded.

- Members were advised of a matter pertaining to staffing. It was noted the Deputy Clerk would, having taken advice, be addressing the matter informally the following week. Any future occurrences of a similar nature would, however, be addressed through the formal disciplinary process.

Conclusion of Standing Order 3(d)

- Members were made aware of a complaint that had been received regarding staff appearance and conduct whilst a funeral was taking place. The Clerk advised she would be ensuring all staff had an appropriate change of clothes or overcoat that would be worn during funerals and/or interments.
- The provision and logistics of this year's Christmas tree was discussed and it was agreed to purchase additional lights that would be put up around the square. Preparations for Christmas 2023 would begin early in the new year to avoid the problems that had been encountered this year.
- The flooding of homes below the allotments and the urgent need for remedial drainage works was discussed. It was noted the Deputy Clerk and Chair had delegated powers under the Council's Financial Regulations to authorise urgent works and would be assessing quotations received in the coming days.

Date of the next meeting

As the Clerk will only be taking up her post on 16th January 2023, the next ordinary meeting of the Council will be on 26th January 2023 at 6.30pm.

Meeting concluded at 6.56pm