

TONYREFAIL & DISTRICT COMMUNITY COUNCIL
CYNGOR CYMUNED TONYREFAIL A'R CYLCH

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c/o TRANE CEMETERY
GILFACH ROAD
TONYREFAIL, CF39 8HL

Minutes of the Meeting of the Staffing Committee
held at the Council Meeting Room, Trane Cemetery, Tonyrefail
at 6:00pm on Monday, 13th July 2026

Present: Cllr Ceri Jones (Chair)
Cllr Steven Kiff
Cllr Amanda Richards
Cllr Ceirion Skym

Officers: Ms Jo van Tonder (Clerk & RFO)

1. Election of Chair

Having confirmed his acceptance of the nomination, it was proposed, seconded and

Resolved: To elect Cllr Ceri Jones to the role of Chair.

2. Apologies for absence

Apologies for absence had been received from Cllrs D Lawrence and L Michel.

3. Declarations of Interest

There were no declarations of interest made.

4. Minutes of the previous meeting: 14th May 2026

It was proposed, seconded and

Resolved: To agree the minutes of the Meeting held on 14th May 2026 as a true and accurate record.

Introduction of Standing Order 3(d) – exclusion of members of the press and public

5. Confidential Staffing matters

a) Long-term sickness absence

Members considered the Occupational Health report and agreed the next steps in relation to the ongoing management of the employee's sickness absence.

b) Ongoing staffing matter

Members considered the Clerk's report and the correspondence presented.

Following discussion, Members agreed an appropriate response and confirmed that the ongoing management of the matter would remain under the Clerk's existing delegated authority.

6. Date of the next meeting

The date of the next meeting will be Thursday, 10th September 2026.

Meeting concluded at 6:59pm.