



**Minutes of the Annual Meeting of Glynneath Town Council**  
**held on a remote basis in accordance with the provisions of**  
**The Local Government and Elections (Wales) Act 2021**  
**at 6.30pm on Tuesday, 11<sup>th</sup> May 2021**

Present:                      Cllr J Collins                      Cllr S McMenamin  
   Cllr C Edwards                      Cllr D Morgan  
   Cllr S Evans                      Cllr H Morgan  
   Cllr J Gregory                      Cllr M Powell  
   Cllr R Knoyle                      Cllr G Reynolds  
   Cllr S Knoyle                      Cllr J Roberts  
  
   8 x Residents  
Clerk / RFO:                      Ms J van Tonder

***Members of the public were reminded that recording, photographing, broadcasting or transmitting part or all of the meeting was prohibited.***

**As outgoing Mayor, Gerry Reynolds addressed the meeting**, thanking everyone for their support over his term of office. He thanked his predecessor, Simon Knoyle for making it easy to follow on and see the Council through a difficult phase in terms of the staff changes that had taken place. In addition, the reintroduction of committee meetings had made for improved full council meetings.

Gerry reported that, as Mayor, he had overseen the distribution of selection boxes to the town's children at Christmas and had held a Christmas card competition.

Gerry thanked fellow members and Council staff, and wished his successor all the best.

**1. Election of Town Mayor for the year to May 2022**

One nomination for Mayor was received and accepted.

Cllr J Collins proposed, Cllr J Roberts seconded and it was

**Resolved:** To elect Cllr Simon Knoyle as Town Mayor for the term ending May 2022.

Simon Knoyle thanked members and especially Cllr Gerry Reynolds for his contribution during his preceding term as Mayor.

***As incoming Mayor, Cllr Simon Knoyle assumed the Chair.***

**2. Election of Deputy Mayor for the year to May 2022**

One nomination for Deputy Mayor was received and accepted.

Cllr G Reynolds proposed, Cllr S Evans seconded and it was

**Resolved:** To elect Cllr Shane McMenamin as Deputy Mayor for the term ending May 2022.

### **3. Mayor's Declaration of Acceptance of Office**

The Mayor, Cllr Simon Knoyle, read out the Declaration of Acceptance of Office and this was duly attested by the Town Clerk.

Simon Knoyle signed the Declaration on camera; to be signed by the Town Clerk.

### **4. Apologies for absence**

Apologies for absence had been received from Cllr R Simons.

### **5. Declarations of Interest**

The Clerk advised that members ought only to make declarations of interest where they pertain to specific items on the agenda. Members asked the Clerk to come back to Council with guidance on the disclosure of declarations.

Cllr C Edwards	Personal, NPTCBC Member
Cllr S Evans	Personal, Treasurer to Glynneath RFC
Cllr S Knoyle	Personal, NPTCBC Member; Secretary to Glynneath RFC; Friends of Glynneath Library
Cllr D Morgan	Personal, NPTCBC Member; Potential work with One Voice Wales
Cllr H Morgan	Personal, Treasurer to Friends of Glynneath Library
Cllr J Roberts	Personal, Trustee of Glynneath Silver Band

### **6. Matters pertaining to Committees**

#### **a) Appointment of new committees and/or removal of committees**

No new committees were set up and none were removed.

#### **b) Appointment of members to existing committees**

Following John Evans' resignation from the Council, two vacancies had been created.

It was proposed, seconded and

**Resolved:** To appoint 1) Cllr G Reynolds to the Parks and Open Spaces committee, and 2) Cllr M Powell to the Town Hall & Community Centre committee.

No other changes were made.

#### **c) Delegation of powers to spend to committees**

The Clerk explained that, should members be minded to delegate spending powers to the Cemetery, Parks and Open Spaces, and Town Hall & Community Centre committees, the committees' powers would still be subject to the Council's Financial Regulations.

Members agreed the spending powers would be limited to the extent of the full council-approved annual budgets for each of the respective areas of responsibility and would cover such costs as maintenance. Significant expenditure and anything of a capital nature would remain under the jurisdiction of Full Council.

It was proposed, seconded and

**Resolved:** To delegate the authority to spend to the following committees, in line with budgets and subject to the Council's Financial Regulations:

1. Cemetery committee
2. Parks and Opens Spaces committee
3. Town Hall & Community Centre committee

**d) Non-councillor membership on select committees**

As part of the Council's commitment to improve community engagement, members considered the option to include one member of the public on each of the Cemetery, POS and Town Hall & Community Centre committees who would be granted voting rights.

The Clerk, when asked, confirmed that it was legal for non-councillor members on a committee to have voting rights in certain circumstances, such as these were. She confirmed these particular committee members would not be entitled to participate in any part of a meeting where members of the public would ordinarily be excluded.

Members agreed this would be a positive step forward for the Council and discussed eligibility criteria for individuals interested in being considered.

Concern was raised that a non-councillor would not be bound by the Code of Conduct. The Clerk advised that the applicants would be required to agree to adhere to the Code of Conduct as well as the Council's Standing Orders and Financial Regulations. The Council would, at all times, reserve the right to remove a member of the public who was found to be in breach of this agreement.

It was proposed, seconded and

**Resolved:** To appoint one member of the public to each of the following committees for a period of up to one year (to be reviewed in May 2022):

1. Cemetery committee
2. Parks and Opens Spaces committee
3. Town Hall & Community Centre committee

The Clerk suggested the two methods for selecting the non-councillor members were either to request a short resumé from all interested parties with a view to making an active choice or to pull a name out of the hat.

The merits of both were discussed. Both options were proposed and seconded. The first proposal was put to the vote and it was

**Resolved:** To invite members of the public to submit an expression of interest to the Clerk and for the name of the individual to be selected at random, on camera at the next available Full Council meeting.

**7. Representation on external bodies**

It was agreed to retain the current representation and review at the next Annual Meeting of the Council.

**8. Matters pertaining to Governance**

**a) Review Standing Orders**

Members had been provided with a copy of the Standing Orders, amended to take into account provisions in the Local Government and Elections (Wales) Act 2021.

**Resolved:** To adopt the Standing Orders as presented.

**b) Review Financial Regulations**

Members had been provided with a copy of the Financial Regulations.

**Resolved:** To adopt the Financial Regulations as presented.

**c) Insurance cover in respect of all insurable risks**

Members had been provided with a copy of the current insurance policy of the Town Council.

**Resolved:** To confirm arrangements as acceptable for insurance cover in respect of all insurable risks.

**9. Members' Allowances**

**a) Members / Mayoral Allowances Protocol 2021/22**

Members had been provided with a copy of the Members Allowances Protocol for 2021/22 as set out in line with the Independent Remuneration Panel for Wales guidance.

**Resolved:** To adopt the Members / Mayoral Allowances Protocol 2021/22 as presented.

**b) Optional Payments**

***Cllr Simon Knoyle left the virtual meeting room; Shane McMenamin assumed the Chair***

i. Mayoral Allowance

**Resolved:** To agree to provide a Mayoral Allowance for 2021/22 of £500.

***Cllr Simon Knoyle returned to the meeting and took back the Chair***

Simon Knoyle wished to state for the record that he would not be accepting the Mayoral Allowance for this term of office.

ii. Reimbursement of travel and subsistence costs

**Resolved:** To not provide for the reimbursement of travel and subsistence costs, in line with previous practice.

iii. Compensation for financial loss

**Resolved:** To not provide for compensation for financial loss, in line with previous practice.

**10. Time and Place of Ordinary Meetings of the Council**

**Resolved:** Ordinary meetings of the Town Council to continue to be held on the 2<sup>nd</sup> Tuesday of every month at 6:30pm. Meetings to be held remotely for the time being; to be reviewed on a meeting-by-meeting basis.

***The Meeting of the Full Council followed.***