

Minutes of the Extraordinary Meeting of the Council on Monday 16 February 2026 in the Memorial Hall at 7.00pm

Present: Mayor Cllr DJ Griffiths, Deputy Mayor Cllr S Foster, Cllr W Chant, Cllr ES Evans, Cllr MC Gray, Cllr FD John, Cllr B Lloyd, Cllr BT Price, Cllr R Price, Cllr S Sehmi, and Cllr RJ Thornton, with S Mann (Clerk).

- 1 **Apologies for Absence:** Elected members summoned to this meeting who cannot attend must notify the Clerk in advance. Apologies are formally recorded in the minutes with reasons given and approved by the Council, as required by Standing Order 4 and the Local Government Act 1972. The attendance or absence of council officers is recorded in the minutes but does not require formal approval, as officers are not summoned under statutory requirements.
 - a. No apologies were received.
- 2 **Declarations of Interest:** Members are requested to declare any personal or prejudicial interests in matters on the agenda in accordance with Standing Order 7(s) and the Council's Code of Conduct. Members are reminded that they should withdraw from discussions where their interest could reasonably be viewed by a member of the public, with knowledge of the facts, as significant enough to prejudice judgment. This procedure maintains public confidence in the Council's decision-making process.
 - a. No declarations were received.
- 3 **Public Representations:** Members of the public may address the Council regarding matters already listed on this agenda only, in accordance with Section 48 of the Local Government and Elections (Wales) Act 2021 and Standing Orders section 7. This is distinct from formal presentations by invited speakers on specific agenda items. Public representation is limited to 20 minutes total; 3 minutes per speaker; directed to Chair only. Public participation in debate is not permitted as Council meetings are formal decision-making forums where elected Councillors deliberate and vote on behalf of the community. Questions requiring detailed responses should be submitted to the Clerk outside of meetings.
 - a. No public representations were received.
- 4 **Work Assessment and Job Evaluation - Staffing Committee Recommendation**

Further to Minute 191 of the Council meeting held on 2 February 2026, the Staffing Committee met on 11 February 2026 to review the quotations requested for the staff work assessment and job evaluation.

Members will recall that Council resolved on 14 July 2025 to undertake this work with One Voice Wales. Following the Clerk's request for a quotation on 17 July 2025, One Voice Wales declined on 30 July 2025. An estimate from One Voice Wales was subsequently received in December 2025 totalling £2,954.25, which excluded overnight accommodation noted as required but not costed, and which exceeded the approved budget of £2,500. As the anticipated total contract value including accommodation was expected to exceed £3,000, Financial Regulation 5.8 requires quotations from at least three providers to be sought by the Clerk. A submission deadline of 10 February 2026 was requested from three providers.

The Staffing Committee has received and considered the submissions and recommends that Council approve the appointment of One Voice Wales to undertake the work assessment at an estimated cost of £2,954.25. One Voice Wales has subsequently been offered free accommodation, removing accommodation costs from the procurement consideration.

RESOLVED: That Council approves the appointment of One Voice Wales to undertake the staff work assessment at an estimated cost of £2,954.25 and authorises the necessary budget adjustment to facilitate this expenditure.

5 **Community Engagement Event and Warm Spaces**

At the Council meeting on 2 February 2026 (Minute 197), Council resolved to approve a Community Engagement event and instructed the Clerk to explore transferring Warm Spaces grant funding to support the event.

The Community Engagement Working Group met on 5 February 2026 and submitted a reporting form recommending:

- a. Event date: 21 March 2026
- b. Budget: £600 for resources and refreshments

PAVS confirmed (9 February 2026) that the Community Engagement event is not eligible for Warm Spaces funding. The Warm Spaces fund is restricted to activities addressing disadvantage, loneliness, and social isolation. The £600 budget stated in the Working Group reporting form therefore requires separate SDCC funding approval.

Further to the 2 February resolution, Council may wish to consider coordinating an additional Warm Spaces session on 21 March at Memorial Hall (neighbouring venue to the Community Engagement event). This would be a distinct event fulfilling the original Warm Spaces grant objectives and using Warm Spaces funding. However, the Hall Manager (approved by Council on 1 December 2025, Minute 134, to allocate up to 10 hours per week to Warm Spaces) will not be available on 21 March. Any additional Warm Spaces session would rely entirely on volunteers and require completion of volunteer application forms, event monitoring forms, and PAVS reporting documentation.

RESOLVED:

- c. To approve the Working Group recommendation for a Community Engagement event on 21 March 2026, and to approve a budget of £600 from SDCC funds for resources and refreshments, this funding being entirely separate from and not drawn from the Warm Spaces grant award, which is ineligible for this purpose. The event is to be focused on small businesses and locally based businesses ahead of the upcoming 2026 season, and to include a mosaic, face-painting, and music entertainment.
- d. To approve an additional Warm Spaces session on 21 March 2026 at Memorial Hall, the neighbouring venue to the Community Engagement event, to be funded from the Warm Spaces grant award in accordance with the fund's priorities of community wellbeing and engagement. Council notes that volunteers have been secured for the event and that the required volunteer application forms, event monitoring forms, and PAVS reporting documentation will be completed accordingly. Council further notes that the Hall Manager will not be involved in this session.

Any Other Business

Advisory (5 minutes): Members are reminded: lengthy detailed reports must be submitted to the Clerk for formal agenda inclusion – further to 3 March 2025 resolution 209; information-only items require written documentation as Council meetings are formal decision-making forums where elected Councillors deliberate and vote on behalf of the community.

Information submitted prior to this meeting - these items are for information only and do not require Council decisions - can be found in Supporting Documents:

Items for information only

- Cllr BT Price: Requested Mayor to attend Day-Centre for the Elderly held Mondays Memorial Hall.
- Cllr BT Price: Requested regular Councillor engagement with the community in addition to formal Community Engagement events.
- Cllr R Price: Requested Councillors' engagement with charity bike ride arriving at St Davids RFC Thursday 12 March.

There being no further business the meeting closed at 7:20pm

Signed

Date

Chair

DRAFT