



**CYNGOR TREF  
YSTRADGYNLAIS  
TOWN COUNCIL**

**Meeting of the Management Committee held at the  
Welfare Hall, Ystradgynlais on the 3rd  
December 2025 at 5pm**

**Present**

**Councillors J Horrell, R Millington,  
L Evans & A Wiliams**

**Attended**

**B Morgan (Clerk)**

**1. APOLOGIES FOR ABSENCE**

Cllr G Davies gave his apologies for his absence

**2. DECLARATIONS OF INTEREST**

There were no declarations of interest. It was also noted that B Morgan had been in contact with Mr Pinney who advised that any declarations of interest are a personal choice and the Clerk can only give advice. Other Councillors would need to complain to the ombudsman if they feel an interest as not been declared.

**3. POINTS OF CORRECTION**

A number of points about the minutes from November 5<sup>th</sup> 2025 had been raised by Cllr G Davies in correspondence before the meeting. Cllr J Horrell reminded all present that minutes are not verbatim, but they are a record of who was present and the decisions reached in each meeting. When discussing closed items, members were also to keep the strict confidentiality of the matters discussed.

#### **4. TO CONSIDER POLICIES FOR REVIEW**

It was noted, as highlighted by Cllr G Davies in correspondence before the meeting, that the policies were distributed too late for discussion. This was agreed upon and it was agreed that the Health and Safety Policy and the Welsh Language Policy supplied by the Clerk would be fully examined in the next meeting.

It was discussed that the process of the ratification of the policies would fall to the full Council after a recommendation from the Management Committee, with a new set for the Clerk to update being agreed at each Management Committee meeting.

#### **5. CLOSED ITEM – PUBLIC BODIES (ADMISSION TO MEETINGS ACT 1960) The Town Council resolved that the public and press be excluded from the following item due to confidentiality of the matters under consideration** **JOB DESCRIPTIONS AND CONTRACTS OF EXISTING OFFICERS**

Cllr J Horrell had tried to find out why there was a new contract document issued in 2020 for the outgoing Clerk. It was discussed that potentially this matter was pertaining to the Covid-19 pandemic. The committee **resolved** to recommend to the Council that the document from 2020 be accepted as the outgoing Clerk's contract.

A detailed review was held of the new contract that was to be presented to the RFO. The draft contract that had been provided by One Voice Wales did not have the protected conditions so therefore, as per offer letter, they were added. It was **resolved** that the updated draft contract and job description would be presented to the Full Council. The council will be asked to accept the draft as the basis for consultation with the RFO.

**Meeting closed at 5:30pm**