



Minutes of a HYBRID meeting of the **EXTRAORDINARY COUNCIL** held at the Council Chamber, Council Offices, Talbot Street, Maesteg and remotely via Microsoft Teams and, on **Tuesday, 18<sup>th</sup> June 2024**

**PRESENT:** Clerk  
**COUNCILLORS** **I Williams (Chair)**  
**IN PERSON:** C Knight, R Martin and R Penhale-Thomas  
**ONLINE:** F Abedalkarim, AR Davies, P Davies and A LeGeyt  
**APOLOGIES:** C Davies, P Jenkins, R Lewis, M Rowlands, G Thomas, L Thomas and G Williams

**DECLARATION OF INTEREST: NONE**

Clerk requested to discuss agenda item 5 first as an officer from Grasshopper was in attendance. Members agreed to this request.

As the Mayor and Deputy Mayor provided apologies for the meeting, past Mayor Cllr I Williams was asked to Chair the meeting.

**66. TO DISCUSS THE COSTS FOR AN ADDITIONAL DROP-IN SESSION FOR THE 5-YEAR BUSINESS ACTION PLAN**

The Chair welcomed A Roberts from Grasshopper to the meeting.

Prior to the meeting members were provided with the following information received from Grasshopper for additional costs to hold an additional drop-in session that is not covered by BCBC REACH:

The four options would be:

1. Second drop-in event by itself: £1,680
2. Leaflet drop to households: £9,240\*
3. Second drop-in event plus leaflet drop: £10,920\*
4. Second drop-in event, plus leaflet drop, plus comprehensive stakeholder mapping: £13,440\*

\*Please note that this is an estimate, and we would require a quote from a third party before finalizing. The £10,920 option would be for the second drop-in event plus the leaflet drop (majority of the cost is third party printing and delivering the leaflets).

Grasshopper advised that the costs quotes are estimated until exact costs are received from the printers and suppliers.

Members raised the following questions:

- Some members queried why are the costs so high?

It was explained that costs include printing, design and that stakeholder mapping provides a database of the demographic that have responded, and this is time consuming.

- Would a leaflet drop just be thrown in the bin or discarded as with other leaflets that are being delivered at the moment with the current general election?

The leaflet drop would be after the general election to hopefully avoid being discarded.

- A member stated that the quotes received are value for money for the work involved and that members should do their own research into costs for this additional work.

- Members felt that they couldn't compare the costs as other companies hadn't been asked to provide costs, also will BCBC fund this additional work?

Clerk advised that Grasshopper are the winning tender with BCBC REACH grant and that MTC are unable to go to tender for additional work and BCBC will not fund additional days / leaflet drop as this was not part of the original tender process. If Maesteg Town Council wish to proceed with additional work, then Maesteg Town Council has to fund it.

Following no further questions, the Chair thanked Mr A Roberts for attending the meeting.

Members discussed the additional costs further and the Clerk read an email received from the Chair of Finance to the meeting advising of the following:

*Chair of Finance view on the consultation process is that we have never undertaken a formal review of what the local electorate want, we have an opportunity now do the right thing and ask people what they think. If we went out and asked people have you seen the consultation I bet it would be low numbers, unless you're in Tesco on the day, or you go to the fun run how would you find out?*

*My view is this is a good use of public money to actually find out what the public want, I would recommend to council we do the best job we can to truly understand the views of Maesteg not just a very limited number. I would push for the full service to include stakeholder mapping so we have an idea of who actually engaged with the survey, but as a minimum we should leaflet drop so everyone is aware of it, and then arrange the extra date for after the drop so people can attend.*

A members advised that the costs for additional community engagement is a fair price, Council have already shared concerns with the demographic of people being consulted with at the fun run as many attendees are from outside the boundary of Maesteg Town Council.

Cllr R Penhale-Thomas **proposed**, seconded by Cllrs AR Davies and R Martin that Council wait until after the fun run to see how the demographic of consultees are from within MTC boundary.

**RESOLVED:** to wait until after the fun run to see how the demographic of consultees are from within MTC boundary.

**67. TO READ, CONSIDER AND APPROVE THE ROW/ENVIRONMENT COMMITTEE MEETING MINUTES:**

The following minutes of the **ROW/Environment** – 11/06/2024 emailed 12/06/2024, copies of the which minutes have been circulated to Members, were taken as read and the following recommendations were accepted:

1. Cllr C Davies is Chair of Committee
2. Clerk to email tender document to committee members to agree
3. Clerk to call an Extraordinary Council meeting to agree the tender, agree a timescale for submitting tenders and for Council to review tenders.

**RESOLVED:** to note the information, accept the recommendations.

**68. TO AGREE THE TENDER DOCUMENT FOR THE CMO REPLACEMENT**

The tender document agreed by the Environment/ROW Committee was provided for all members prior to the meeting.

It was noted that the tender document was difficult to produce as the role of the CMO is not just maintaining ROW and emptying bins but includes day to day extra tasks that cannot be included in a tender document e.g. repairing broken handles on the disabled toilet, replacing lightbulbs etc. Clerk also read out an email received from a member who was unable to attend the meeting.

It was agreed to use the tender document including the definitive map and statements

**RESOLVED:** to proceed with the tender document

**69. TO AGREE A TIMELINE FOR TENDERS TO BE IN BY AND DATE TO BE REVIEWED BY COUNCIL**

Members discussed the time sensitive need for the tender document to be advertised, tenders received, reviewed etc. It was noted that Council may not receive any tenders and that Council need to be prepared to recruit for the role.

It was **agreed** that the following timeline be used:

- 19/06/2024 Tender to be advertised on Website, Facebook and sent to as many companies as possible that maintain Rights of Ways.
- 02/07/2024 Tenders to be submitted by 12 noon
- 02/07/2024 Tenders to be reviewed in Full Council – if no tenders received then to discuss recruiting the role.

**RESOLVED:** the above timeline is used

**Minutes emailed to all Councillors to Read on 18<sup>th</sup> June 2024  
Read and accepted at a remote meeting of the Council held on 2<sup>nd</sup> July 2024**

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**Mayor**