



Council Name	Glynneath Town Council
Name of Meeting i.e. Full Council / Cabinet/ Scrutiny Committee	Ordinary Meeting of the Full Council
Meeting Date	10 October 2023

Please provide feedback on the following areas:

Question	Commentary
Were you able to access the meeting either virtually or in person or were there any difficulties?	<p><u>Answer</u> <u>Please highlight which of the three options below was applicable:</u></p> <ul style="list-style-type: none">• Not able to access or attend the meeting• Accessed/attended the meeting but difficulties viewing and hearing matters• Accessed/attended the meeting and was able to view and observe without difficulty <p><u>Comment</u> I received the papers shortly before the meeting</p>
Were you able to identify the status of individuals in the meeting i.e. officer or member?	<p><u>Answer</u> <u>Please highlight which of the three options below was applicable:</u></p> <ul style="list-style-type: none">• Not possible to determine the status of individuals in the meeting• Determination of some individuals but not all• Able to identify all members and officers and present <p><u>Comment</u> The meeting was a hybrid meeting and I worked out who were Members and Officers, however, it would have been helpful if people introduced themselves for the benefit of members of the public who might be attending.</p>

<p>Were you able to access an agenda or copies of reports prior to the meeting?</p>	<p><u>Answer</u> <u>Please highlight which of the three options below was applicable:</u></p> <ul style="list-style-type: none"> • Access to agenda and reports not provided • Access to agenda only • Access to both agenda and all public papers under discussion <p><u>Comment</u></p>
<p>How was the meeting managed?</p>	<p><u>Answer</u> <u>Please highlight which of the three options below was applicable:</u></p> <ul style="list-style-type: none"> • Serious concerns that meeting did not function appropriately and no controls in place. • Some concerns about manner of meeting and the general conduct of business • No concern and meeting managed appropriately <p><u>Comment</u></p> <p>At the start of the meeting the Chair read out the instructions for hybrid meetings. Chairs presented the minutes of their respective committees which was positive.</p>
<p>Were you able to understand the decisions that were being made at the meeting?</p>	<p><u>Answer</u> <u>Please highlight which of the three options below was applicable:</u></p> <ul style="list-style-type: none"> • Not able to understand decision being taken and the process followed • Able to understand decision making but process seemed confusing • No concerns and able to understand decision making and process <p><u>Comment</u></p> <p>Clerk gave appropriate advice, e.g. advising on procurement regulations, financial regulations, deferring a matter for further details before a decision could be made, delegating a matter to the Project Committee, Other matters were delegated to committees for discussion and/or review which was an effective use of process.</p>
<p>Did you have any concerns relating to standards or ethics (i.e. any concerns</p>	<p><u>Answer</u> <u>Please highlight which of the three options below was applicable:</u></p>

<p>regarding compliance with the member's code of conduct?)</p>	<ul style="list-style-type: none">• Concerns that will require future consideration by members of the Standards Committee and the Town/Community Council• Some concerns but these were addressed by the Clerk or Councillors themselves and no further action necessary.• No concerns <p><u>Comment</u></p> <p>Councillors referred to each other as 'Councillor X'. Different views were respected.</p>
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