



Pursuant to the requirements of **Section 47 of the Local Government & Elections Act 2021** Members of Neath Town Council are hereby summoned to attend a Hybrid Meeting of

FULL COUNCIL

at 6.00pm on Thursday, 4th April 2024 held in Neath Town Council Chambers, 1st Floor,
10 -12 Orchard Street, Neath and virtually via Zoom

Members should submit all apologies directly to the Town Clerk.

Please note that should any member of the public wish to join virtually, they will need to email the Town Clerk in advance of the meeting in order that a link can be provided. Those who wish to attend the meeting in Council Chambers will also need to notify the Town Clerk to gain access. Public attendance will be in an observer capacity (see *Agenda Item 3 guidance below*).

Kathryn Charles - Town Clerk
26th March 2024

A G E N D A

- | | Att. |
|--|------|
| 1. To accept apologies for absence from Members | Att. |
| 2. To receive any declarations of interest from Councillors in accordance with the Members Code of Conduct | |
| 3. To provide an opportunity for any members of the public in attendance to address Council or ask questions on any matters of concern in relation to agenda items (<i>other than those proposed to be considered in private – see additional Public Participation guidance notes on website</i>). | - |
| 4. To welcome NPT Police for an update | |
| 5. To receive an update from NTCs Youth Representative | |
| 6. To receive an update from NTCs Community Engagement Officer | |
| 7. To agree the Internal Auditors Terms of Reference | Yes |
| 8. To confirm and agree the extension of the current term of the Internal Auditor up to 2026/27 | |
| 9. To approve as a true and correct record:- | |
| a) Minutes of the following Council meetings: | Yes |
| i) Full Council Meeting held on 7 th March 2024 | |
| ii) Estates Committee Meeting held on 14 th March 2024 | |
| iii) Special Full Council Meeting held on 19 th March 2024 | |
| iv) Finance Committee Meeting held on 21 st March 2024 | |
| b) Resolutions recommended by Committees as set out in the Minutes | |



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| 10. | To receive the Clerk's Report on general matters arising | Yes |
| 11. | To review and agree Income & Expenditure movement for the month
a) Bills Awaiting Payment
b) BACS Payment Schedule
c) Barclays General Account
d) Inter Bank Transfers (Over 10k)
e) New Supplier BACS Authorisation
f) Payroll
g) Bank Statement Reconciliation | Yes |
| 12. | To review and consider Planning Applications | Yes |
| 13. | To discuss any Member Issues and receive Reports from Members:-
a) on meetings they have attended on behalf of Neath Town Council
b) on updates recommended for website, digital and social media platforms | |
| 14. | To receive an overview of Health & Safety matters
(also covered in Commercial Contracts) | |
| 15. | To receive items for the next Agenda from Members | |
| 16. | Confidential Matters – <i>To consider passing a resolution under the provisions of Section 1(2) of the Public Bodies (Admission to Meetings) Act 1960, in view of the confidential nature of the business about to be transacted, it is advisable in the public interest that the press and public are excluded from the remainder of the meeting</i> | |
| 17. | To review the current bad debt position | |
| 18. | To receive an update, discuss and review any:-
a. Correspondence received
b. Ongoing, Current and Future Commercial Contracts | Yes |
| 19. | To receive an overview of Staffing matters | |
| 20. | To fix a date for the next Meeting
9 th May 2024 at 6.00pm – Annual Meeting of Council
9 th May 2024 at 6.30pm – Full Council | |