

**MINUTES OF THE FULL COUNCIL MEETING  
HELD VIA VIDEO CONFERENCING UNDER THE LOCAL AUTHORITIES  
(CORONAVIRUS) (MEETINGS) (WALES) REGULATIONS 2020  
ON THURSDAY, 4<sup>TH</sup> MARCH 2021 AT 6PM**

**PRESENT: CHAIRMAN: CLLR. R. PRICE**

**COUNCILLORS:**  
**W. CURTIS**  
**MS T. DAVIES**  
**J. EVANS**  
**P. JAMES**  
**MRS L. JONES**  
**MRS J. L. LOCKYER**  
**B. MACCATHAIL**  
**MRS. S. MILLER**  
**G. MORGAN**  
**A. MUSAIED**  
**MRS S.M. PENRY**  
**M. PROTHEROE**  
**A. SIMS**  
**J. WARMAN**

**IN ATTENDANCE: KATHRYN CHARLES**  
**BEN HUGHES**  
**SARA WHARMBY**

**6802 TO RECEIVE APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllr. A. McGrath.

**6803 TO RECEIVE DECLARATIONS OF INTEREST FROM MEMBERS**

Declarations of interest were received from Cllr. M. Protheroe in respect of item 7 on the Agenda.

**6804 TO APPROVE AS A TRUE AND CORRECT RECORD**

**A) MINUTES OF THE FOLLOWING COUNCIL MEETINGS:**

**i. FULL COUNCIL MEETING HELD ON 4<sup>TH</sup> FEBRUARY 2021**

It was proposed, seconded and agreed unanimously to accept the minutes of the Full Council Meeting.

Cllr. J. Warman and Cllr. B. MacCathail entered the Meeting.

**ii. ESTATES COMMITTEE MEETING HELD ON 11<sup>TH</sup> FEBRUARY 2021**

It was proposed, seconded and agreed unanimously to accept the minutes of the Estates Committee Meeting.

Cllr. A. Musaied disconnected from the Meeting.

### iii. FINANCE COMMITTEE MEETING HELD ON 18<sup>TH</sup> FEBRUARY 2021

It was proposed, seconded and agreed unanimously to accept the minutes of the Finance Committee Meeting.

Cllr. A. Musaied returned to the Meeting.

### iv. PERSONNEL AND POLICY COMMITTEE MEETING HELD ON 23<sup>RD</sup> FEBRUARY 2021

It was proposed, seconded and agreed unanimously to accept the minutes of the Personnel & Policy Committee Meeting.

The Meeting discussed the process for Job Vacancies.

## B) RESOLUTIONS RECOMMENDED BY COMMITTEES AS SET OUT IN THE MINUTES

All Resolutions agreed.

## 6805 TO RECEIVE THE CLERK'S REPORT

### A. CORRESPONDENCE

<b><i>Correspondence Received</i></b>	<b><i>Actions</i></b>	<b><i>Resolutions</i></b>
An email from One Voice Wales regarding the Eden Project Virtual Community Camp March 2021.	For information - if Members wish to attend, please book directly via the link.	-
An email from One Voice Wales regarding Future Wales: the national plan 2040 and attaching the Newsletter Issue 016 - February 2021.	For information.	-
An email from One Voice Wales attaching the Electoral Reform Newsletter.	For information.	-
An email from One Voice Wales regarding the Dyfed Powys Police February Facebook Phishing Campaign.	For noting.	-
An email from Neath Inspired regarding the renewal ballot result which was unsuccessful.	For noting.	-

Cllr. G. Morgan entered the Meeting.		
Cllr. A. Sims declared an interest and left the Meeting.		
An email from Neath Inspired regarding the distribution of their account balance.	For information and agreed to accept the donation and 'ring-fence' it for these two projects.	The Meeting discussed the offer. <b>RESOVLED:</b> It was proposed, seconded and agreed to accept the offer and ring-fence the donation for the two projects.
Cllr. A. Sims returned to the Meeting.		
An emails from Neath Inspired and Academy 4 PM regarding Neath RFC 150 <sup>th</sup> Celebration events.	For noting and information.	-
An email from Rhys Hearne – Youth Engagement Worker – at Cefn Saeson Comprehensive School regarding support with their Young Person's Project.	For consideration.	Members asked for more information.
An email from Tempo Time Credit Cymru regarding volunteering.	For information only (area covers Mid Wales).	-
An NTC Report with the letter from Welsh Government regarding the <u>Independent Remuneration Panel for Wales: annual report 2021 to 2022.</u>	For noting.	-

Cllr. Mrs S. Miller left the Meeting due to a technical issue.

<b><i>Additional Correspondence Received</i></b>	<b><i>Actions</i></b>	<b><i>Resolutions</i></b>
An email from Learn Welsh Swansea Bay Region regarding a free Welsh taster session.	Do Council wish to hold a session?	-
An email from One Voice Wales regarding training sessions taking place in March.	Do any Councillors wish to attend any training?	-
An email from One Voice Wales regarding the webinar Second Homes: Developing new policies in Wales.	For information.	-
An email from Congenital Diaphragmatic Hernia International requesting lighting	Do Councillors wish to light Neath Castle for Congenital	Members agreed to light the Castle on 19 <sup>th</sup> April.

Neath Castle light blue, pink and yellow on April 19 <sup>th</sup> .	Diaphragmatic Hernia Awareness?	
Cllr. Mrs S. Miller returned to the Meeting.		
An email from Debbie Jones requesting lighting Neath Castle yellow on 23 <sup>rd</sup> March to remember those who lost their lives to COVID-19 in Wales.	Do Councillors wish to light Neath Castle yellow?	Members discussed the request at length. Some Members stated that, although they did not disagree with lighting the Castle, it might be too soon. <b>RESOLVED:</b> After discussion it was proposed, seconded and agreed to light the Castle on 23 <sup>rd</sup> March by a vote of 11 for and 2 against.

The Town Clerk stated that Elections would be taking place on 6<sup>th</sup> May 2021 and asked Councillors if they were happy for the voting information to be sent out on the same polling card as the Senedd elections. **RESOLVED:** Agreed.

The Town Clerk informed Members that there was no update regarding using some of the community centres for vaccination centres.

Members were updated on the works that need to take place after the Health & Safety and Fire Risk Assessments at Melin Community Centre and Cimla Community Centre.

Members were informed that there was a large leak in the Town Hall kitchen. **RESOLVED:** To be reviewed by contractors who had recently complete the restoration project.

The Town Hall external signs had been ordered and there would be a 6 week wait time.

Members were informed that parts were getting more and more difficult to replace in the Town Hall lift and they would need to think about a replacement in the future. **RESOLVED:** Members agreed that this should be discussed at the next Estates Committee Meeting.

#### 6806 TO CONSIDER AND AGREE THE NPT STROKE GROUP CORRESPONDENCE RECEIVED

Specific Members had received a pack of information prior to the Meeting. The pack was shared with other Members for information. It was noted that specific

information provided by NTC to NPT Stroke Group had been omitted from the pack which explained the basis on which Council made this decision.

Cllr. J. Evans gave his apologies and left the Meeting.

Members agreed that this had been discussed at length. **RESOLVED:** After discussion it was proposed, seconded and agreed to note the letter.

Cllr. Ms T. Davies entered the Meeting.

**6807 TO REVIEW AND AGREE INCOME & EXPENDITURE MOVEMENT FOR THE MONTH**

**a. BILLS AWAITING PAYMENT**

Agreed.

The Finance Officer stated that there were additional invoices that needed to be agreed and the information was given. **RESOLVED:** Agreed.

**b. BACS PAYMENT SCHEDULE**

Agreed.

**c. INTER BANK TRANSFERS (OVER 10K)**

None.

**d. PETTY CASH**

None.

**e. NEW SUPPLIER BACS AUTHORISATION**

None.

**ALL DEPARTMENTS**

**Name:** Davies Skips

<u>Invoice Number</u>	<u>Date</u>	<u>Details</u>	<u>Invoice Due for Payment</u>	<u>Department</u>	<u>Budget Line Expenditure</u>	<u>Payment Method</u>
624	24/02/2021	Skip hire	252.00	Gardening and	Repairs and Renewals	Cheque
<b>Total:</b>			<u>252.00</u>			

**Name:** Eco Cooling & Heating

<u>Invoice Number</u>	<u>Date</u>	<u>Details</u>	<u>Invoice Due for Payment</u>	<u>Department</u>	<u>Budget Line Expenditure</u>	<u>Payment Method</u>
1266	11/02/2021	Air con service	50.00		Repairs and Renewals	Cheque
<b>Total:</b>			<u>50.00</u>			

**Name:** Microshade

<u>Invoice Number</u>	<u>Date</u>	<u>Details</u>	<u>Invoice Due for Payment</u>	<u>Department</u>	<u>Budget Line Expenditure</u>	<u>Payment Method</u>
14138	28/02/2021	Monthly hosting fee	298.02	General Account	Computer and Software	BACS/SEPA
<b>Total:</b>			<u>298.02</u>			

**Name:** Nite Lite Security Systems

<u>Invoice Number</u>	<u>Date</u>	<u>Details</u>	<u>Invoice Due for Payment</u>	<u>Department</u>	<u>Budget Line Expenditure</u>	<u>Payment Method</u>
18248	06/01/2021	Install CCTV system	828.00	Amenities	Premises Safety Expenses	BACS/SEPA
<b>Total:</b>			<u>828.00</u>			

**Name:** Taliesin Conservation Ltd

<u>Invoice Number</u>	<u>Date</u>	<u>Details</u>	<u>Invoice Due for Payment</u>	<u>Department</u>	<u>Budget Line Expenditure</u>	<u>Payment Method</u>
151437	03/02/2021	Works on retaining wall at Neath Castle rear	17,985.00	Non Departmental	Castle Renovations Reserve	BACS/SEPA
<b>Total:</b>			<u>17,985.00</u>			
<b>Grand Total</b>			<u>19,413.02</u>			

**6808 TO RECEIVE AND CONSIDER PLANNING APPLICATIONS**

There were no objections to the following planning application(s):-

P2021/0094

P2021/0131

P2021/0163

<b>Meeting: Full Council March 2021</b>	<b>Planning Schedule</b>				<b>Date sent: 19.02.21</b>
<b>No. of Application</b>	<b>Applicant</b>	<b>Proposal</b>	<b>Location</b>	<b>Planning Officer</b>	<b>Recommendation</b>
P2021/0094	Mrs Samantha Theron	Change of use from A1 to A3 to incorporate shop enlargement	3 Station Square Neath SA11 1BY	Billy Stark	No objections
P2021/0131	Mrs & Mr Pauline & John Redwood	Retention and completion of the conversion of a double garage into a living room area	1 The Avenue Neath SA11 2FD	Daisy Tomkins	No objections

<b>Meeting: Full Council March 2021</b>	<b>Planning Schedule</b>				<b>Date sent: 26.02.21</b>
<b>No. of Application</b>	<b>Applicant</b>	<b>Proposal</b>	<b>Location</b>	<b>Planning Officer</b>	<b>Recommendation</b>
P2021/0163	Mr Jahangir Alam	Change of use of ground floor retail unit to community centre (Class D2)	22 Windsor Road Neath SA11 1LU	Christopher Davies	No objections



**6809 TO DISCUSS THE SOCIAL MEDIA CONTENT FOR NEATH TOWN COUNCIL**

There were no issues to discuss.

**6810 TO DISCUSS ANY MEMBER ISSUES AND RECEIVE REPORTS FROM MEMBERS ON MEETINGS ATTENDED ON BEHALF OF NEATH TOWN COUNCIL**

A Member stated that there were concerns regarding road safety near the schools in Cimla and updated the Meeting on the issues. Members suggested making the local authority aware of the concerns. **RESOLVED:** Clerk to contact NPTCBC.

A Member informed the Meeting that there was no School Crossing Patrol Officer for Alderman Davies CIW School.

A Members updated the Meeting on One Voice Wales Meetings they had attended.

Cllr. J. Warman left the Meeting.

The Meeting discussed whether or not they should hold Meetings in April due to the upcoming election. A Member suggested having a Full Council Meeting in April to select the Mayor & Deputy Mayor for 2021-22.

A Member stated that fundraising was taking place for a local child who needed cancer treatment and asked if some of the money in the charity account could be donated. The Meeting discussed the Charity account signatories and agreed to hold a Trustees Meeting. **RESOLVED:** RFO to progress.

Cllr. Mrs J. L. Lockyer gave her apologies and left the Meeting.

**6811 TO RECEIVE ITEMS FOR THE NEXT AGENDA**

To select a Mayor & Deputy Mayor and agree a date for the Annual Meeting of Council.

**6812 CONFIDENTIAL MATTERS – 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**

The resolution was duly passed.

**6813 TO DISCUSS AND REVIEW ANY:-**

**A) INVESTMENT PROPERTY LEASING MATTERS**

**B) COVID ARREARS REPAYMENT MATTERS****C) ONGOING, CURRENT AND FUTURE COMMERCIAL CONTRACTS**

Members were informed that a site visit had taken place for a potential tenant however they have not withdrawn their interest in Unit 3. A lease was now being drawn up for the other interested party.

Members were informed that a new revised lease was being drawn up for a current tenant with agreement that the arrears position would be cleared before/at sign off.

Members were updated on the empty premises checks for insurance.

The Town Clerk informed the Meeting that there were issues with water ingress and rats in a new Street premises. It was noted that NPTCBC had undertaken 'culling' work in this area and the issue had moved to that building. **RESOLVED:** Town Clerk to obtain quotes from NPTCBC and other contractors.

Cllr. M. Protheroe gave his apologies and left the Meeting.

Members were given an update on the works at Neath Castle. Members were informed that there had been no contact from CADW since they asked for the work to be put on hold. **RESOLVED:** The Town Clerk stated that they would be asked for their complaints procedure.

Quotes were being chased for architectural lighting for Neath Castle from an alternative supplier.

**6814 TO RECEIVE AN OVERVIEW OF ANY STAFFING MATTERS**

Members were informed that the SLA for the School Crossing Patrol officers were through and would be signed by the Town Clerk.

The Town Clerk stated that the Job Evaluation process preparation was underway.

Members were informed that the Cleaner vacancy position had been filled and that there was a good level of interest in the Caretaker position.

**6815 TO RECEIVE AN OVERVIEW OF ANY HEALTH & SAFETY MATTERS**

Members were informed that Fire Risk Assessments had been completed in the community centres.

A Member asked that the IRP Determinations be discussed at the next Finance Committee Meeting.

**6816 TO FIX A DATE AND AGREE AN AGENDA FOR THE NEXT MEETING**

The Chair advised that the next meeting would be held on Thursday, 1<sup>st</sup> April 2021. An agenda would be circulated in due course.

There being no further business, the meeting was closed.