

**MINUTES OF  
THE FINANCE AND MANAGEMENT COMMITTEE MEETING  
HELD VIA VIDEO CONFERENCING UNDER THE LOCAL AUTHORITIES  
(CORONAVIRUS) (MEETINGS) (WALES) REGULATIONS 2020  
ON THURSDAY, 18<sup>TH</sup> MARCH 2021  
AT 6.00 PM**

**PRESENT: CHAIRMAN: CLLR. MRS S. MILLER**

**COUNCILLORS: MRS J. L. LOCKYER  
B. MACCATHAIL  
A. MUSAIED  
MRS S. M. PENRY  
R. PRICE  
J. WARMAN  
W. CURTIS**

**IN ATTENDANCE: BEN HUGHES**

**1269 TO RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllr A McGrath and Cllr. M. Protheroe.

**1270 TO RECEIVE DECLARATIONS OF INTEREST FROM MEMBERS**

There were no Declarations of interest received.

**1271 TO REVIEW AND DISCUSS THE MAINTENANCE DEPARTMENT VAN**

The RFO provided members with a report detailing the van costs and a new maintenance lease quote. The meeting discussed the van. **RESOLVED:** It was proposed, seconded and agreed to keep the current van and review it in the future.

The meeting discussed the future servicing of the van. **RESOLVED:** It was proposed, seconded and agreed to use a local garage for servicing.

**1272 TO REVIEW INCOME & EXPENDITURE MOVEMENT FOR THE MONTH**

**a. BILLS AWAITING PAYMENT**

Agreed.

**b. BACS PAYMENT SCHEDULE**

Agreed.

**c. BARCLAYS GENERAL ACCOUNT**

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

None.

**e. AUTHORISATION OF WITHDRAWAL FROM PETTY CASH**

None.

**f. NEW SUPPLIER BACS AUTHORISATION**

None.

**g. NEW DIRECT DEBIT MANDATES**

None.

**h. PAYROLL**

Agreed.

**i. BANK STATEMENT RECONCILIATION**

None.

There was one additional invoice for payment. This was for Heartbeat Trust UK for 3 defibrillators. There were no objections to paying this invoice.



ALL DEPARTMENTS

Name: Cotton and Sons 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>
38635	05/03/2021	Pine disinfectant	20.40	General Account	Cleaning	BACS/SEPA
<b>Total:</b>			<u>20.40</u>			

Name: Crown Decorting Centres

<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>
8205919998	05/02/2021	Rollers, filler and white caulk	21.58	Cimla Community Centre	Repairs and Renewals	BACS/SEPA
<b>Total:</b>			<u>21.58</u>			

Name: Door Maintenance Company

<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>
54497	25/02/2021	Inspect and service 3 x roller shutter doors	300.00	Neath Town Hall	Repairs and Renewals	BACS/SEPA
<b>Total:</b>			<u>300.00</u>			

Name: Infinity Document Solutions

<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>
73310	09/02/2021	Photocopier ink 18.12.20-31.1.21	88.00	General Account	Office Stationery	BACS/SEPA
<b>Total:</b>			<u>88.00</u>			

Name: Westward Energy Services 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>
44107	31/01/2021	Boiler service	258.00	Melyn Community Centre	Premises Safety Expenses	Cheque
44106	31/01/2021	Boiler service	486.00	Neath Town Hall	Premises Safety Expenses	Cheque
44105	31/01/2021	Boiler service	213.49	Orchard Street	Premises Safety Expenses	Cheque
44108	31/01/2021	Boiler service	140.40	Cimla Community Centre	Premises Safety Expenses	Cheque
<b>Total:</b>			<u>1,097.89</u>			
<b>Grand Total</b>			<u>1,527.87</u>			

**1273 TO REVIEW CORRESPONDENCE RECEIVED RELATING TO TOWN COUNCIL FINANCE**

None

**1274 TO REVIEW AND CONSIDER PLANNING APPLICATIONS**

There were no objections to the following Planning Application(s):-

P2021/0024

P2021/0142

P2021/0203

P2021/0212

P2021/0218

<b>Meeting: Finance February 2021</b>	<b>Planning Schedule</b>				<b>Date sent: 12.03.21</b>
<b>No. of Application</b>	<b>Applicant</b>	<b>Proposal</b>	<b>Location</b>	<b>Planning Officer</b>	<b>Recommendation</b>
P2021/0024	Paul James	Construction of detached building for use for the storage of building materials and associated car parking.	Land Adjacent To 7 Rope Walk Terrace, Ropewalk, Neath SA11 1EP	Helen Bowen	No objections
P2021/0142	Cathy Jones	Replacement of existing window pane to the front elevation in order to install an automated prescription dispenser machine (white), with associated surround	Dyfed Road Pharmacy, Dyfed Road, Neath SA11 3AS	Daisy Tomkins	No objections
P2021/0203	Mr Johal Singh	Change of use of ground floor A1 retail unit to 2 No. units to provide an A1 Retail and A3 Hot food take away unit plus external alterations and extraction. (Extensions and alterations shown in this application have previously been approved under Planning Permission P2016/0672)	111-113 Briton Ferry Road, Neath SA11 1AS	Christopher Davies	No objections
P2021/0212	Mr Paul Andrew Mcateer	Proposed single and two storey rear extension	29 Hawthorn Avenue Cimla, Neath SA11 3NW	Billy Stark	No objections
P2021/0218	Mr Ouday Hickary	New shop front and roller shutter.	Hikarys Fish Bar 74 Briton Ferry Road Neath SA11 1AP	Andrea Davies	No objections

**1275 TO DISCUSS ANY MEMBER ISSUES AND RECEIVE REPORTS FROM MEMBERS ON MEETINGS THEY HAVE ATTENDED ON BEHALF OF NEATH TOWN COUNCIL**

No issues or reports received.

**1276 TO RECEIVE ITEMS FOR THE NEXT AGENDA**

There were no items received for the next agenda.

**1277 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.

**1278 TO DISCUSS AND REVIEW ANY:-  
A) INVESTMENT PROPERTY LEASING MATTERS  
B) COVID ARREARS REPAYMENT MATTERS  
B) ONGOING, CURRENT AND FUTURE COMMERCIAL CONTRACTS**

Members were informed that an update hadn't been provided from RJ Chartered Surveyors. Members were disappointed with this.

**1279 TO RECEIVE AN OVERVIEW OF ANY STAFFING ISSUES**

The RFO informed members that a new caretaker had been appointed. He is due to start on Monday 22<sup>nd</sup> March.

**1280 TO RECEIVE AND OVERVIEW OF HEALTH & SAFETY ISSUES**

None

**1281 TO FIX A DATE AND AGREE AGENDA FOR THE NEXT MEETING**

The Chair advised that the next meeting will be held on Thursday 15<sup>th</sup> April 2021. An agenda would be circulated in due course.

There being no further business, the meeting was closed.