

**MINUTES OF ESTATES COMMITTEE COUNCIL MEETING HELD  
VIA VIDEO CONFERENCING UNDER THE LOCAL AUTHORITIES  
(CORONAVIRUS) (MEETINGS) (WALES) REGULATIONS 2020  
ON THURSDAY, 20<sup>TH</sup> MAY 2021 AT 6:00 P.M.**

**PRESENT: CHAIRMAN:** CLLR. P. JAMES

**COUNCILLORS:** W. CURTIS  
J. HARLE  
MRS L. JONES  
MRS J. L. LOCKYER  
G. MORGAN  
MRS S.M. PENRY  
R. PRICE  
A. SIMS

**ABSENT: COUNCILLORS:** J. EVANS

**IN ATTENDANCE:** KATHRYN CHARLES  
SARA WHARMBY

The Chair welcomed new Members to the meeting.

**1925 TO RECEIVE APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllr. Ms T. Davies.

**1926 TO RECEIVE ANY DECLARATION OF INTEREST FROM MEMBERS**

Declarations of interest were received from Cllr. W. Curtis and Cllr. Mrs S. M. Penry in respect of item 6 on the Agenda.

Cllr. J. Harle disconnected from the Meeting.

**1927 TO WELCOME REPRESENTATIVES AND DISCUSS ALLOTMENT ISSUES FROM:-**

- A) OLD ROAD ALLOTMENTS**
- B) FAIRYLAND ALLOTMENTS**

Members had received the report prior to the Meeting.

The Town Clerk informed the Meeting that asbestos had been found in the Societies shed on the Fairyland Allotment Site and asked if the shed had been placed there by Council. This was unknown. **RESOLVED:** Members agreed to remove it, and asked the Town Clerk to obtain quotes.

The Meeting discussed an allotmentee who was no longer well enough to keep they plot.

Cllr. J. Harle returned to the Meeting.

Members discussed the issue at length. **RESOLVED:** After discussion it was proposed, seconded and agreed to speak to the family directly who could return the key on his behalf by a vote of 5 for, 2 against and 1 abstention.

Members were asked when they would like the next site visit to take place. **RESOLVED:** The Vice Chair suggested July 2021 and again in March 2022.

Members were asked if an allotmentee could be reimbursed for petrol he used in machinery to maintain the weeds/grass on the communal roadway. **RESOLVED:** Members agreed to reimburse him if receipts were provided.

The Fairyland Representative asked if they could resume small fires on the site.

Cllr. J. Harle disconnected from the Meeting.

**RESOLVED:** Members agreed that they could hold fires again, as set out in the lease and communicating with M&WW Fire Brigade.

Cllr. J. Harle returned to the Meeting.

#### **1928 TO RECEIVE AN UPDATE ON MAINTENANCE AND CARE OF BUS SHELTERS & ROADSIDE SEATS**

Members received the report prior to the Meeting.

A Member stated that some of the shelters weren't in a good condition. The Chair stated that they were in the process of inspecting all the shelters.

#### **1929 TO RECEIVE AN OVERVIEW REPORT ON COMMUNITY HALLS**

The Town Clerk informed the Meeting that hall hire had started to resume for those groups who were eligible.

Members were given an update regarding the gardeners shed at Neath Castle being repeatedly broken into. The Town Clerk suggested relocating the equipment which was usually stored there. **RESOLVED:** It was proposed, seconded and agreed to store the equipment at a different location.

Members discussed securing the shed. **RESOLVED:** It was proposed, seconded and agreed to proceed with the quote received for a replacement door and secured bars to ensure utility boxes were protected.

#### **1930 TO DISCUSS THE CORRESPONDENCE FROM CEFN SAESON SCHOOL REGARDING YOUNG PERSONS PROJECT**

Cllr. Mrs S. M. Penry and Cllr. W. Curtis declared an interest and left the Meeting.

Members discussed the email provided. **RESOLVED:** Councillors agreed for the Town Clerk to offer Council's help with the project.

**1931 TO REVIEW CORRESPONDENCE RECEIVED RELATING TO TOWN COUNCIL ESTATES**

Cllr. Mrs S. M. Penry and Cllr. W. Curtis returned to the Meeting.

Cllr. Mrs L. Jones and Cllr. J. Harle gave their apologies and left the Meeting.

There was no correspondence to discuss.

**1932 TO REVIEW AND CONSIDER PLANNING APPLICATIONS**

There were no objections to the following planning application(s) which had been received:-

P2021/0392

P2021/0510

Meeting: Estates May 2021	Planning Schedule				Date sent: 20.05.21
No. of Application	Applicant	Proposal	Location	Planning Officer	Recommendation
P2021/0392	Mr Matthew Owens	Felling of 1x Weeping Birch (identified as T1), 1x Cedar (identified as T2), 2x Conifers (identified as T3 & T5) & 1x Cherry Laurel (identified as T4) protected by Neath Town Centre Conservation Area Status.	24 Victoria Gardens Neath SA11 3BH	Daisy Tomkins	No objections
P2021/0510	Mrs Emma Wyatt	Single storey rear extension, replacement fencing to side boundary and patio area.	7 Edith Mills Close Penrhiwtyn, Neath SA11 2JL	Andrea Davies	No objections

**1933 TO DISCUSS ANY MEMBER ISSUES AND RECEIVE REPORTS FROM MEMBERS ON MEETINGS THEY HAVE ATTENDED ON BEHALF OF NEATH TOWN COUNCIL**

There were no items to discuss.

**1934 TO RECEIVE ITEMS FOR THE NEXT AGENDA FROM MEMBERS**

There were no items received for the next Agenda.

**1935 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.

**1936 TO DISCUSS AND REVIEW AND:-**

**A) INVESTMENTS PROPERTY LEASING MATTERS**

Members were updated on the 1-4 New Street property funding application and discussed the proposed layout for the 1<sup>st</sup> and 2<sup>nd</sup> floors. Both applications would be discussed with NPTCBC to determine the best way forward to maximise the grant funding available to NTC. **RESOLVED:** To progress with submitting interest for the ground floor project as soon as possible to ensure it was not delayed. An additional grant would be submitted for consideration for a 1<sup>st</sup> and 2<sup>nd</sup> floor grant. Both projects would need to be completed by March 2022.

The Town Clerk updated the Meeting on a tenant change. Members were informed of the difficulty for them to obtain a bank reference.

Cllr. R. Price disconnected from the Meeting.

**RESOLVED:** After discussion, it was proposed, seconded and agreed to proceed with the new tenant.

Members were updated on the costs for work at Neath Castle.

**B) COVID ARREARS REPAYMENT MATTERS**

There were no issues to discuss.

**C) ONGOING, CURRENT AND FUTURE COMMERCIAL CONTRACTS**

The Town Clerk asked whether Members knew of any contractors to help with the installation of the bunting in the town. **RESOLVED:** Ongoing.

Members discussed the hanging floral arrangements/baskets and installation date for 2021.

Cllr. R. Price returned to the Meeting.

**1937 TO RECEIVE AN OVERVIEW OF ANY STAFFING MATTERS**

The Meeting was informed that a staff member who had been off sick had now returned.

The Town Clerk stated that the job evaluation process was progressing and a report would go to the Personnel & Policy Committee.

**1938 TO RECEIVE AN OVERVIEW OF ANY HEALTH & SAFETY MATTERS**

Members were informed that the current health & safety contract was coming to an end and would need to be reviewed. **RESOLVED:** Clerk to meet with H&S company and report back.

**1939 TO FIX A DATE AND AGREE AN AGENDA FOR THE NEXT MEETING**

The Chair advised that the next meeting will be held on Thursday, 10<sup>th</sup> June 2021. An agenda would be circulated in due course.

There being no further business, the meeting was closed.