

**MINUTES OF THE FULL COUNCIL MEETING  
HELD VIA VIDEO CONFERENCING UNDER THE LOCAL AUTHORITIES  
(CORONAVIRUS) (MEETINGS) (WALES) REGULATIONS 2020  
ON THURSDAY, 2<sup>ND</sup> SEPTEMBER 2021  
AT 6PM**

**PRESENT: CHAIRMAN:                      CLLR. MRS S. M. PENRY**

**COUNCILLORS:                      W. CURTIS  
  K. FINN  
  P. JAMES  
  MRS J. L. LOCKYER  
  B. MACCATHAIL  
  MRS. S. MILLER  
  R. PRICE  
  MRS S. PRICE  
  M. PROTHEROE  
  A. SIMS**

**ABSENT:                                      CLLR. J. EVANS  
  CLLR. J. WARMAN**

**IN ATTENDANCE:                      KATHRYN CHARLES  
  AMANDA HOLMES  
  SARA WHARMBY**

**6908 TO RECEIVE APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllr. Ms T. Davies, Cllr. J. Harle, Cllr. Mrs L. Jones, Cllr. A. McGrath, Cllr. G. Morgan and Cllr. A. Musaied.

**6909 TO RECEIVE DECLARATIONS OF INTEREST FROM MEMBERS**

Declarations of interest were received from Cllr. M. Protheroe in respect of items 10 and 12a on the Agenda.

**6910 TO RECEIVE AN UPDATED GUIDANCE IN SUPPORT OF THE 2016 CODE OF CONDUCT**

Councillors had received the report prior to the Meeting.

The Town Clerk stated that the Head of Legal at NPTCBC would attend a future meeting.

**6911 TO APPROVE AS A TRUE AND CORRECT RECORD**

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

**i. FULL COUNCIL MEETING HELD ON 1<sup>ST</sup> JULY 2021**

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

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

All Resolutions agreed.

### **6912 TO RECEIVE THE CLERK'S REPORT**

#### **A. GENERAL MATTERS**

The report had been received prior to the Meeting.

The Town Clerk gave an update on the roof at Melin Community Centre. Quotes would be given to the Estates Committee for discussion.

#### **B. CORRESPONDENCE**

<b><i>Correspondence Received</i></b>	<b><i>Actions</i></b>	<b><i>Resolutions</i></b>
Information from Clerks & Councils Direct regarding the Queen's Platinum Jubilee.	Do Councillors wish to consider?	A Member suggested purchasing water bottles for Primary School pupils. <b>RESOLVED:</b> Town Clerk to obtain costs.
An email from Holli Davies at NPTCBC regarding advertising for upcoming events.	For information.	-
The Electoral Reform Newsletter (June 2021) from Welsh Government.	For information	-
An introduction letter from the newly appointed Local Policing Inspector for Neath and Pontardawe.	For information.	-
An email from One Voice Wales regarding the 'Local Places for Nature: Breaking Barriers' grant programme.	For information – circulated during recess.	-
An email from One Voice Wales regarding New Year's Honours 2022.	Do Council wish to nominate?	Members agreed to nominate individually.
Cllr. B. MacCathail entered the Meeting.		
The One Voice Wales News Bulletin – August 2021.	For information.	-
An email from One Voice Wales regarding the Queen's Platinum Jubilee Beacons.	For information, NTC have registered. Events Committee to determine any associated events.	-

An email from One Voice Wales regarding Local Place for Nature Project 'NPT Bee Friendly'.	Do Council wish to engage with this initiative?	Members nominated Cllr. B. MacCathail to represent NTC.
A letter from Mellissa Reaves of CDH International requesting the Castle is lit light blue, pink & yellow on 19 <sup>th</sup> April for the International Day of Congenital Diaphragmatic Hernia Awareness.	For consideration.	Members asked if it was possible. The Town Clerk stated that they would try, but it could be difficult with the current set up of lighting.
An email from One Voice Wales regarding a phishing email targeting BT customers.	For noting.	-
An email from One Voice Wales listing remote training sessions taking place in September.	Do Councillors wish to attend any training?	The Meeting discussed the cost of training. <b>RESOLVED:</b> Agenda for Personnel & Policy Committee to confirm the Council's Training Plan.
An email from One Voice Wales regarding the consultation on local taxes for second homes and self-catering accommodation.	For information.	-
An email from One Voice Wales regarding the Foundational Economy Conference.	Do any Councillors wish to attend?	-
An email from One Voice Wales regarding the OVW and Keep Wales Tidy free Caru Cymru webinar.	If Cllrs wish to attend, please register individually.	-
An email from One Voice Wales regarding the new networking group to discuss environmental issues.	If Cllrs wish to be involved, please register individually.	-
An email from One Voice Wales regarding establishing a Community Fridge.	For information.	Members asked that it be discussed at the next Estates Committee.
An email from One Voice Wales regarding the Ministerial Advisory Forum on Ageing (MAFA): Consultation: Priorities for the Sixth Senedd.	Do Council wish to respond to this consultation?	-
A message on Instagram from Ross Morgan requesting outdoor exercise equipment.	Councillors to discuss.	Councillors suggested they contact NPTCBC as they had provided the equipment at Aberavon Beach.
An email from NPTCBC regarding the NPT Boundary Commission Review.	For information.	-
An email from Swansea Bay Community Health Council attaching the CHC Newsletter for March 2021.	For information.	-
An email from Yvonne Davies regarding the food collection.	For information – this has been done whilst in recess.	-

An email from Adrienne Cleverly of Age Cymru regarding the HOPE Project.	Do Council wish to meet with Adrienne of Age Cymru?	It was proposed, seconded and agreed to invite Adrienne Cleverly to attend a future Meeting.
An email from West Glamorgan Safeguarding Children Board regarding their Recognition Awards 2021.	For information.	-
A letter from Neath Town Council to Mr & Mrs Bevan regarding donating to the Freya Bevan Fund.	For information.	Cllr. W. Curtis thanked Councillors for the donation and support.
An email from Learn Welsh Swansea Bay regarding Welsh Classes.	For information.	-
An email from NPTCBC regarding the NPT Local Development Plan 2021 – 2036.	If Cllrs wish to comment on this Agreement, please do so directly via the portal (closing date 27 <sup>th</sup> September 2021).	-

**6913 TO DISCUSS AND AGREE THE ARRANGEMENTS FOR FUTURE COUNCIL MEETINGS IN RELATION TO THE PROVISION OF HYBRID MEETINGS AS SET OUT IN THE LOCAL GOVERNMENT AND ELECTIONS (WALES) ACT 2021**

Members had received the report prior to the Meeting.

The Town Clerk informed the Meeting that One Voice Wales had written to Welsh Government regarding funding to provide hybrid meetings. Costs were being obtained for a permanent provision in Council Chambers. Costs to be agreed.

**RESOLVED:** After discussion it was proposed, seconded and agreed to provide a hybrid facility in Chambers, but to continue with holding all Council Meetings on Zoom for the moment and to review the situation in December.

**6914 TO DISCUSS A REQUEST FROM NEATH RFC REGARDING SUPPORTING THE ANNUAL FIREWORK DISPLAY**

Members had received the report prior to the Meeting.

**RESOLVED:** After discussion, it was proposed, seconded and agreed to reject the request as the Council provide all its events in the community for free.

**6915 TO DISCUSS AND AGREE THE MANAGEMENT OF NTC LITTER PICKING EQUIPMENT**

Members had received the report prior to the Meeting.

**RESOLVED:** It was proposed, seconded and agreed that the equipment stored at Orchard Street where in can be signed in and out. It should be booked at least a month in advance and cleaned before it is returned.

**6916 TO REVIEW AND AGREE INCOME & EXPENDITURE MOVEMENT FOR THE MONTH**

**a. BILLS AWAITING PAYMENT**

Agreed.

The Finance Officer gave a general update to Councillors. The Meeting was informed that the Auditor would be attending the next Meeting.

The Clerk highlighted an issue in relation to numerous outstanding payments which had not been processed since before a staff change over. These outstanding payments should all be cleared within the next 3 weeks. The next payment run is on 16<sup>th</sup> September via the Finance Committee, and they will receive an update at this meeting.

**b. BACS PAYMENT SCHEDULE**

Agreed.

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

None.

**d. PETTY CASH**

None.

**e. NEW SUPPLIER BACS AUTHORISATION**

None.

**6917 TO RECEIVE AND CONSIDER PLANNING APPLICATIONS**

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

P2021/0428

P2021/0566

P2021/0643

P2021/0665

P2021/0506

P2021/0667

P2021/0686

P2021/0691

P2021/0747

P2021/0428

P2021/0686

P2021/0788

P2021/0750

P2021/0751

P2021/0535

P2021/0771

P2021/0780

P2021/0790

P2021/0428

P2021/0563

P2021/0598

<b>Meeting: Full Council September 2021</b>	<b>Planning Schedule</b>				<b>Date sent: 09.07.21</b>
<b>No. of Application</b>	<b>Applicant</b>	<b>Proposal</b>	<b>Location</b>	<b>Planning Officer</b>	<b>Recommendation</b>
P2021/0428	Jones Brothers (Henllan) Ltd And Tai Tarian	Development of 52 affordable dwellings and associated access, landscaping and site infrastructure (Amended plans/documents received 23/6/21 and 5/7/21)	Land Off Meadow Road, Eaglesbush Valley, Neath SA11 2AF	Helen Bowen	No objections
P2021/0566	Mr And Mrs Scarr	Two storey side extension. Works include the demolition of an existing garage & the extension of the existing onsite parking provision	14 Poplars Avenue Cimla, Neath SA11 3NS	Daisy Tomkins	No objections
P2021/0643	Mr J Harris	Variation of Condition 5 of original application P2021/0248 (Granted 11/05/2021) to extend the hours of operation	44 The Parade Neath SA11 1RN	Billy Stark	No objections
P2021/0665	Sandvik Osprey Ltd (Andrew Coleman)	Application for Hazardous Substances Consent for LPG (max 2 Tonnes) & Cobalt Powder (max 17 tonnes)	Sandvik Osprey Ltd Milland Road Ind. Estate, Neath SA11 1NJ	Christopher Davies	No objections

<b>Meeting: Full Council September 2021</b>	<b>Planning Schedule</b>				<b>Date sent: 16.07.21</b>
<b>No. of Application</b>	<b>Applicant</b>	<b>Proposal</b>	<b>Location</b>	<b>Planning Officer</b>	<b>Recommendation</b>
P2021/0506	Mr & Mrs Peter Rees	Construction of a two storey detached dwelling.	Site Adjacent To 15 Cae Rhys Ddu Road, Cimla, Neath SA11 1JB	Billy Stark	No objections
P2021/0667	Ms Rebecca Murphy	Retention of raised patio area and associated works.	13 Clos Ysbyty Cimla, Neath SA11 3PH	Andrea Davies	No objections
P2021/0686	Mr Steven Mandale	Proposed two-storey side extension & part single storey part two-storey rear extension, and the	13 Hawthorn Avenue Cimla SA11 3NW	Daisy Tomkins	No objections

		widening of the existing vehicle access/parking area. Works include the demolition of an existing detached garage.			
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<b>Meeting: Full Council September 2021</b>	<b>Planning Schedule</b>				<b>Date sent: 23.07.21</b>
<b>No. of Application</b>	<b>Applicant</b>	<b>Proposal</b>	<b>Location</b>	<b>Planning Officer</b>	<b>Recommendation</b>
P2021/0691	Sophie And James Wluka	Proposed single storey LH side and rear extension, creation of raised decking area to the rear with privacy screening, and the widening of the existing vehicle access/parking area. Works include the demolition of an existing side extension and detached garage.	41 Chestnut Road Cimla, Neath SA11 3PA	Daisy Tomkins	No objections
P2021/0747	Mr Adrian Hall	Works to 1x Beech (identified as T1) 2x Ash (identified as T2 T3) covered by Tree Preservation Order T21/W4: -T1 - Beech - Prune to remove significant weight of branches growing in westerly direction and achieve at least 4m clearance from buildings. - T2 T3 - Ash - Fell to remove potential risk caused by progressing Ash Dieback.	Trees Adjacent To: 11 The Avenue Neath SA11 2FD	Daisy Tomkins	No objections



<b>Meeting: Full Council September 2021</b>	<b>Planning Schedule</b>				<b>Date sent: 30.07.21</b>
<b>No. of Application</b>	<b>Applicant</b>	<b>Proposal</b>	<b>Location</b>	<b>Planning Officer</b>	<b>Recommendation</b>
P2021/0428	Jones Brothers (Henllan) Ltd And Tai Tarian	Development of 52 affordable dwellings and associated access, landscaping and site infrastructure (Amended plans/documents received 23/6/21 and 5/7/21) (Amended Plans/Documents Rec 26/7/21 and 29/7/21)	Land Off Meadow Road, Eaglesbush Valley, Neath SA11 2AF	Helen Bowen	No objections
P2021/0686	Mr Steven Mandale	Proposed two-storey side extension & part single storey part two-storey rear extension, and the widening of the existing vehicle access/parking area. Works include the demolition of an existing detached garage (Amended Plans Received 23/07/2021)	13 Hawthorn Avenue Cimla SA11 3NW	Daisy Tomkins	No objections
P2021/0788	Mr Ali Asker Kara	Proposed new access to Cafe unit to be on the corner of the building and retain existing access to separate adjacent retail unit	50 Wind Street Neath SA11 3EN	Billy Stark	No objections

<b>Meeting: Full Council September 2021</b>	<b>Planning Schedule</b>				<b>Date sent: 13.08.21</b>
<b>No. of Application</b>	<b>Applicant</b>	<b>Proposal</b>	<b>Location</b>	<b>Planning Officer</b>	<b>Recommendation</b>
P2021/0750	Alison Sparkes	Proposed installation of a Medpoint prescription collection machine to the front of unit	153 Windsor Road Neath SA11 1NU	Billy Stark	No objections
P2021/0751	Alison Sparkes	Advertisement Consent for proposed vinyl wrap to the front of the Medpoint machine with company logo in-keeping with the pharmacies current signage with instructions on how to use the Medpoint	153 Windsor Road Neath SA11 1NU	Billy Stark	No objections

Meeting: Full Council September 2021	Planning Schedule				Date sent: 20.08.21
No. of Application	Applicant	Proposal	Location	Planning Officer	Recommendation
P2021/0535	Mr Tom Head	Retention of ground floor retail (A1) unit and creation of 8no self-contained flats on ground and first floor.	46 Wind Street Neath SA11 3HA	Billy Stark	No objections
P2021/0771	Mr Arthur Potts	Proposed single storey rear extension, rear dormer and alteration to main roof from a hipped roof to a pitched roof with the installation of velux windows to the front of the property. Works include the extension of the existing raised platform area to the rear and the partial rebuilding and enlargement of an existing single storey rear extension.	5 Holly Road Cimla Neath Neath Port Talbot SA11 3PE	Daisy Tomkins	No objections
P2021/0780	Wellspring Homes	Development of eight dwellings with parking and associated works.	Land At Pearson Way Penrhiwtyn, Neath SA112EJ	Billy Stark	No objections
P2021/0790	Mr Aasif Iqbal	Change of use from single dwelling to 2 no. self-contained flats, together with 2 no. new roof windows to rear roof plane, provision of four parking spaces to rear yard, detached bin store to front garden and 4 no. cycle racks to front elevation and removal of cover to expose existing basement window to front elevation	27 Ropewalk Neath SA11 1EW	Rhodri Griffiths	No objections

Meeting: Full Council September 2021	Planning Schedule				Date sent: 27.08.21
No. of Application	Applicant	Proposal	Location	Planning Officer	Recommendation
P2021/0428	Jones Brothers (Henllan) Ltd And Tai Tarian	Development of 52 affordable dwellings and associated access, landscaping and site infrastructure (Amended plans/documents received 23/6/21 and 5/7/21) (Amended Plans/Documents Rec 26/7/21 and 29/7/21)(Protected Species Surveys Rec 2/8/21)(Addendum Ecological Report 23/8/21)	Land Off Meadow Road Eaglesbush Valley Neath SA11 2AF	Helen Bowen	No objections
P2021/0563	Paul Jenkins	Proposed single storey rear extension, plus landscaping and ground levelling works to the rear garden area	82 Lewis Road Neath SA11 1DQ	Daisy Tomkins	No objections
P2021/0598	M Saunders	Proposed change of use of land for the siting of 28no self-storage containers.	Mike Saunders Motors Ltd, Milland Road, Neath SA11 1NJ	Billy Stark	No objections

**6918 TO DISCUSS THE SOCIAL MEDIA CONTENT FOR NEATH TOWN COUNCIL**

Members had nothing to add.

**6919 TO DISCUSS ANY MEMBER ISSUES AND RECEIVE REPORTS FROM MEMBERS ON MEETINGS ATTENDED ON BEHALF OF NEATH TOWN COUNCIL**

**A) TO DISCUSS THE PROVISION OF ADDITIONAL DEFIBRILLATOR UNITS WITHIN THE NTC WARD AREAS**

Cllr. M. Protheroe informed Members that he and Cllr Alan Lockyer would like to provide more defibrillators in Neath and asked that they be placed in the care of Neath Town Council. **RESOLVED:** It was proposed, seconded and agreed to accept the defibrillators.

**B) TO RECEIVE AN UPDATE ON RECENT TRAINING**

Cllr. K. Finn updated Members on the training he had attended. **RESOLVED:** IRP process for release of funding dates to be discussed at the next Personnel & Policy Committee Meeting.

The Meeting discussed the structure of the Full Council agenda and a Member asked if it was possible to move Confidential Matters to the beginning of the Meeting to make sure they could be discussed in detail. **RESOLVED:** It was proposed, seconded and agreed to move Confidential Matters after Apologies for Absence and Declarations of Interest on the Agenda, if the regulations allow it and the flow of the meeting is undisturbed. The Clerk to provide feedback.

**6920 TO RECEIVE ITEMS FOR THE NEXT AGENDA**

There were no items received.

**6921 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.

**6922 TO DISCUSS AND REVIEW ANY:-**

- A) INVESTMENT PROPERTY LEASING MATTERS**
  - i) TO DISCUSS REDEVELOPMENT PLANS FOR GROUND FLOOR OF 1-4 NEW STREET**

Members had received the report prior to the Meeting. The Town Clerk gave an update and a floor plan was shown and explained.

**RESOLVED:** It was proposed, seconded and agreed to proceed with two complete stand alone, skeleton Units.

**B) COVID ARREARS REPAYMENT MATTERS**

The Report had been received prior to the Meeting. The Town Clerk gave a further update.

**C) ONGOING, CURRENT AND FUTURE COMMERCIAL CONTRACTS  
i) TO REVIEW THE 'SWITCH ON' OF CHRISTMAS LIGHTS TO  
CORRESPOND WITH THE UPDATE PROMOTIONAL VIDEO  
TIMELINE PROVIDED**

Councillors had received the report prior to the Meeting. **RESOLVED:** It was proposed, seconded and agreed to move the 'switch on' to 19<sup>th</sup> November to provide more time for submissions from the community of their 'Christmas light switch on' videos.

**6923 TO RECEIVE AN OVERVIEW OF ANY STAFFING MATTERS**

There were no issues to discuss.

**6924 TO RECEIVE AN OVERVIEW OF ANY HEALTH & SAFETY MATTERS**

The Town Clerk stated that the COVID health and safety procedures were being reviewed.

Members were informed that the Key Safety contract was up for renegotiation.

**6925 TO FIX A DATE AND AGREE AN AGENDA FOR THE NEXT MEETING**

The Chair advised that the next meeting would be held on Thursday, 7<sup>th</sup> October 2021. An agenda would be circulated in due course.

There being no further business, the meeting was closed.