

**MINUTES OF THE FULL COUNCIL MEETING
HELD VIA VIDEO CONFERENCING UNDER THE LOCAL AUTHORITIES
(CORONAVIRUS) (MEETINGS) (WALES) REGULATIONS 2020
ON THURSDAY, 7TH OCTOBER 2021 AT 6PM**

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

**COUNCILLORS: W. CURTIS
 MS T. DAVIES
 J. EVANS
 K. FINN
 MRS J. L. LOCKYER
 MRS. S. MILLER
 A. MUSAIED
 R. PRICE
 MRS S. PRICE
 A. SIMS**

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

6926 TO RECEIVE APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr. J. Harle, Cllr. P. James, Cllr. Mrs L. Jones, Cllr. B. MacCathail, Cllr. A. McGrath, Cllr. G. Morgan, Cllr. M. Protheroe and Cllr. J. Warman.

6927 TO RECEIVE DECLARATIONS OF INTEREST FROM MEMBERS

Declarations of interest were received from Cllr. K. Finn in respect of correspondence received under item 5 on the Agenda.

6928 TO RECEIVE A REPORT REGARDING 2020/21 INTERNAL AUDIT FROM LYN LLEWELLYN

The Chair welcomed Mr Lyn Llewellyn to the Meeting and thanked him for undertaking the Internal Audit position. This would be the last time Mr Llewellyn would undertake the audit.

Mr Llewellyn provided an overview of the Internal Audit for the year ended 31st March 2021 and informed Members that all tests were satisfactorily completed.

The Chair thanked Mr Llewellyn who then left the Meeting.

6929 TO APPROVE AS A TRUE AND CORRECT RECORD

A) MINUTES OF THE FOLLOWING COUNCIL MEETINGS:

i. FULL COUNCIL MEETING HELD ON 2ND SEPTEMBER 2021

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

6919 - The Town Clerk explained to Councillors that NTC could only be a guardian of 10 defibrillators and they currently have 8. The impact of this would be discussed in an Estates Committee.

ii. EVENTS SUB-COMMITTEE HELD ON 9TH SEPTEMBER 2021

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

iii. FINANCE COMMITTEE MEETING HELD ON 16TH SEPTEMBER 2021

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

The Clerk provided an overview of the Grant Aid process and Councillors were asked to confirm whether the application from the Mayoress Appeal would be given grant aid funding. Additional information was also provided by the Clerk regarding declarations of interest from Members who were linked to the Appeal and as the funding was below a certain financial threshold, the funding could be provided. **RESOLVED:** It was proposed, seconded and agreed to award grant aid funding to the Mayoress Appeal.

Cllr. A. Musaied disconnected from the Meeting.

iv. PERSONNEL AND POLICY COMMITTEE MEETING HELD ON 23RD SEPTEMBER 2021

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

v. SPECIAL FINANCE COMMITTEE MEETING HELD ON 30TH SEPTEMBER

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

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

All Resolutions agreed.

Cllr. A. Musaied returned to the Meeting.

6930 TO RECEIVE THE CLERK'S REPORT

A. GENERAL MATTERS

Members had received a detailed update report prior to the Meeting.

The Town Clerk updated the Meeting on the progress of repairing the roof at Melin Community Centre. Costs to be circulated as it was proving difficult to secure contractors to complete the work.

Members were asked if they wished to hold a Remembrance Service at Melin Community Centre. **RESOLVED:** It was agreed to hold a small service with the Mayor, the Rector and Councillors (external service only).

B. CORRESPONDENCE

<i>Correspondence received for action</i>		<i>Resolutions</i>
An email from Welsh Government attaching a link to the IRPW's draft Annual Report https://gov.wales/independent-remuneration-panel-wales-draft-annual-report-2022-2023	For noting and with reference to IRP payments for the election year 2022/23.	Noted.
Cllr. K. Finn declared an interest and left the Meeting.		
An email from Keith Finn asking for a reduced rate for hall hire.	Councillors to discuss.	Members discussed the request. It was proposed, seconded and agreed not to agree a reduced rate for hall hire.
Cllr. K. Finn returned to the Meeting.		
An email from One Voice Wales regarding the open consultation on proposed guidance on 'Principles of Good Administration' and 'Good Data Management'. https://www.ombudsman.wales/guidance-policies/	Do Council wish to respond to this Consultation?	Councillors agreed to respond individually.
An email from Danielle Anthony regarding Craft Fairs in Neath.	Do Council wish to consider this?	It was agreed to discuss the email at the next Events Committee Meeting.
An email from Bernard Lewis asking if Council would allow a reduced rate for his hire of Neath Community Centre.	Will Council support a reduced rate for this booking?	It was proposed, seconded and agreed not to agree a reduced rate for hall hire.
An email from One Voice Wales regarding remote training sessions that are taking place in September/October.	Do Cllrs wish to attend Training?	Councillors to let the Clerk know if they wish to attend any training.

An email from One Voice Wales regarding Shaping Wales' Future : Using national milestones and indicators to measure our Nation's progress.	Do Council wish to respond to this consultation?	Councillors to respond individually.
An email from Rhys Hearne regarding support with Young Person's Project.	Could Council recommend any small projects which this project could get involved in?	It was proposed, seconded and agreed to refer the request to the Estates Committee.
Correspondence received for noting		
The Rectorial Benefice of Neath Parish Magazine – September 2021		
The Neath Abbey Ironworks Leaflet.	The Mayor updated the Meeting on the visit and gift from the school children.	
A card from Lynette Hopkins & David John thanking the Mayor for the flowers and card to celebrate their Golden Wedding Anniversary.		
The MAWW Fire & Rescue Service magazine – Autumn 2021. https://sway.office.com/CB6zEf4ms7ELDBHT?ref=Link		
An email from MAWW Fire & Rescue Service regarding the Chief Fire Officer's retirement.	Councillors asked that a letter of thanks be sent to the Chief Fire Officer.	
The Cymru'n Cofio Wales Remembers final publication. https://cymruncofiu.org/wp-content/uploads/2021/08/38835-Cymru-Cofio-English-WEB.pdf		
The Electoral Reform Newsletter – August 2021.		
An email from the Boundary Commission for Wales attaching a link to the initial proposals. https://bcomm-wales.gov.uk/page/2023-parliamentary-review-initial-proposals	The Meeting discussed the proposals. After discussion it was proposed, seconded and agreed for Members to send their comments to the Town Clerk, who could then respond to the consultation as NTC.	
The response to IRP Review from One Voice Wales.		
An email from Neath RFC responding to Council's decision regarding their request to assist with the firework display.		
The Older People's Commissioner's Newsletter. https://www.olderpeoplewales.com/Libraries/Uploads/Newsletter_--_September_2021.sflb.ashx		
An email from One Voice Wales attaching Our Living Trails Newsletter.		
An email from WHP Telecoms regarding proposed 5G telecommunications	A Member asked that Councillors object to the planning proposal.	

installation for H3G UK - will be in future Planning.	
The Local Places for Nature presentation from the NPT area committee meeting.	
A letter from T. Kristel regarding vegan/vegetarian options in NTC Café.	

<i>Additional Correspondence received for action</i>		<i>Resolutions</i>
An email from One Voice Wales regarding October training sessions.	Do Councillors wish to attend?	-

6931 TO RECEIVE AN UPDATED REGARDING TOWN COUNCIL FINANCES

Members had received the report prior to the Meeting.

The Meeting was given a further update. Councillors wished to thank the Town Clerk and the Responsible Finance Officer for their work.

6932 TO DISCUSS A SUGGESTION OF WORKING TOGETHER FROM NEATH ROTARY CLUB

Members had received a report prior to the meeting. **RESOLVED:** It was proposed, seconded and agreed to work together on a future event in the new year.

6933 TO REVIEW AND AGREE INCOME & EXPENDITURE MOVEMENT FOR THE MONTH

a. BILLS AWAITING PAYMENT

Agreed.

b. BACS PAYMENT SCHEDULE

Agreed.

c. BARCLAYS GENERAL ACCOUNT PAYMENTS AND RECEIPTS

Agreed.

d. INTER BANK TRANSFERS (OVER 10K)

None.

e. PETTY CASH

Agreed

f. NEW SUPPLIER BACS AUTHORISATION

None.

g. AUTHORISE NEW DIRECT DEBITS

None.

h. INSPECT MONTHLY PAYROLL PAYMENTS

Agreed.

i. BANK RECONCILIATION

Agreed.

6934 TO RECEIVE AN UPDATE REPORT ON IRP PAYMENTS TO MEMBERS

Members had received the report prior to the Meeting.

Councillors noted the report.

6935 TO RECEIVE AND CONSIDER PLANNING APPLICATIONS

The Meeting discussed the planning regarding a proposed 5G Telecommunications installation for H3G UK. **RESOLVED:** It was proposed, seconded and agreed to object to the planning on various issues noted.

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

P2021/0790

P2021/0919

P2021/0566

P2021/0906

P2021/0965

Meeting: Full Council October 2021	Planning Schedule				Date sent: 17.09.21
No. of Application	Applicant	Proposal	Location	Planning Officer	Recommendation
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 three parking spaces to rear yard, detached bin store to rear garden and 4 no. cycle racks to front elevation, removal of cover to expose existing basement window to front elevation and replacement of a first floor rear window with a door to accommodate new external rear staircase and landing in order to facilitate rear access / egress to first floor flat (amended drawings and description 16.09.21	27 Ropewalk, Neath SA11 1EW	Rhodri Griffiths	No objections
P2021/0919	CK Hutchison Networks (UK) Ltd	Proposed 15.0m Phase 8 Monopole with wrap round Cabinet at base, plus 3 additional cabinets and associated ancillary works	Osprey Drive, Cimla, Neath SA11 3SP	Russell Borthwick	Objections to be submitted.

Meeting: Full Council October 2021	Planning Schedule				Date sent: 24.09.21
No. of Application	Applicant	Proposal	Location	Planning Officer	Recommendation
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 (Amended Roof Plans & Elevations received 16/09/2021)	14 Poplars Avenue, Cimla, Neath SA11 3NS	Daisy Tomkins	No objections
P2021/0906	Mr Adrian Cooper	One no. internally illuminated fascia sign and one no. internally illuminated projecting sign	1A Wind Street Neath SA11 3EG	Rhodri Griffiths	No objections

Meeting: Full Council October 2021	Planning Schedule				Date sent: 01.10.21
No. of Application	Applicant	Proposal	Location	Planning Officer	Recommendation
P2021/0965	Mr Tavis Knoyle	Variation of conditions 1 and 4 of planning permission P2019/5650 to a change of opening times and the playing of amplified music in accordance with submitted noise assessment report.	Quay Road, Neath SA11 1SL	Megan Thomas	No objections

6936 TO DISCUSS THE SOCIAL MEDIA CONTENT FOR NEATH TOWN COUNCIL

There were no comments regarding the social media content.

6937 TO RECEIVE A REPORT ON NTC LED LITTER PICKING INITIATIVES

Members had received the report prior to the Meeting. Councillors noted the report.

6938 TO DISCUSS ANY MEMBER ISSUES AND RECEIVE REPORTS FROM MEMBERS ON MEETINGS ATTENDED ON BEHALF OF NEATH TOWN COUNCIL

A) OUTSTANDING BIOGRAPHIES FROM COUNCILLORS

The Town Clerk asked that Councillors submit biographies for the website.

An update was given regarding the road being blocked due to a sink hole collapse in Cimla.

A Member gave an update on the One Voice Wales Meeting they had attended.

A Member suggested restarting the free school meals initiative due to the benefit cuts. **RESOLVED:** Members agreed to discuss the idea at the Estates and Finance Committees.

6939 TO RECEIVE ITEMS FOR THE NEXT AGENDA

There were no items received for the next Agenda.

6940 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.

6941 TO DISCUSS AND REVIEW ANY:-

A) INVESTMENT PROPERTY LEASING MATTERS

Members had received the Clerk's Report prior to the Meeting.

The Town Clerk asked Council if they wished to continue to provide a floral display for 2022. **RESOLVED:** It was proposed, seconded and agreed to continue with current provider for 1 year and then tender for a 3-5 year contract.

Members discussed the progress of 1-4 New Street. **RESOLVED:** It was proposed, seconded and agreed to obtain the plans then hold a Special Full Council for agreement due to time scales.

Members discussed an email regarding the Neath redevelopment, and rental levels. **RESOLVED:** It was proposed, seconded and agreed not to provide the information.

i) TO DISCUSS AND AGREE THE PWL TERMS AND CONDITIONS

Members had received the report prior to the Meeting.

The Finance Officer gave Members a further update and the Meeting discussed their options.

RESOLVED: After discussion it was proposed, seconded and agreed to take out an EIP loan.

B) COVID ARREARS REPAYMENT MATTERS

There were no issues to discuss.

C) ONGOING, CURRENT AND FUTURE COMMERCIAL CONTRACTS

There were no issues to discuss, not already covered.

6942 TO RECEIVE AN OVERVIEW OF ANY STAFFING MATTERS

Members had received a report regarding a potential replacement Internal Auditor. **RESOLVED:** It was proposed, seconded and agreed to appoint the new Internal Auditor on a year by year basis.

Members were updated on a staff member currently on sick leave.

6943 TO RECEIVE AN OVERVIEW OF ANY HEALTH & SAFETY MATTERS

There were no issues to discuss.

6944 TO FIX A DATE AND AGREE AN AGENDA FOR THE NEXT MEETING

The Chair advised that the next meeting would be held on Thursday, 4th November 2021. An agenda would be circulated in due course.

There being no further business, the meeting was closed.