

**MINUTES OF ESTATES COMMITTEE COUNCIL MEETING HELD  
VIA VIDEO CONFERENCING UNDER THE LOCAL AUTHORITIES  
(CORONAVIRUS) (MEETINGS) (WALES) REGULATIONS 2020  
ON THURSDAY, 11<sup>TH</sup> FEBRUARY 2022 AT 6:00 P.M.**

**PRESENT: CHAIRMAN:** **CLLR. A. SIMS**

**COUNCILLORS:** **W. CURTIS  
P. JAMES  
MRS J. L. LOCKYER  
MRS S. MILLER  
G. MORGAN  
A. MUSAIED  
MRS S.M. PENRY**

**ABSENT: COUNCILLORS:** **T. DAVIES  
J. EVANS  
MRS L. JONES**

**IN ATTENDANCE:** **KATHRYN CHARLES  
SARA WHARMBY  
SARAH WILLIAMS**

This meeting was a trial hybrid session, as agreed by Council.

**2003 TO RECEIVE APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllr. J. Harle and Cllr. K. Finn.

**2004 TO RECEIVE ANY DECLARATION OF INTEREST FROM MEMBERS**

There were no declarations of interest received.

**2005 TO WELCOME REPRESENTATIVES AND DISCUSS ALLOTMENT ISSUES FROM:-**

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

Members had received the report prior to the Meeting.

Members were given an update on Cefn Saeson School.

Cllr. G. Morgan entered the Meeting.

**2006 TO RECEIVE AN UPDATE ON MAINTENANCE AND CARE OF BUS SHELTERS & ROADSIDE SEATS**

The Meeting was informed that no date had been agreed for the bus shelter refurbishments as it must be undertaken in dry weather. A Member suggested

releasing an update on the refurbishments to come and also confirm its been completed. **RESOLVED:** Town Clerk to arrange.

#### **2007 TO RECEIVE AN OVERVIEW REPORT ON COMMUNITY HALLS**

Members were updated on a site inspection that took place at Cimla Community Centre. The Town Clerk stated that there had been cleaning and maintenance issues which had and were being addressed.

Members were informed that a quote had been requested for the ceiling at Melin Community Centre. Members would be provided with the quote under Confidential 'Contracts'.

The Town Clerk stated that weekly site inspections would be reinstated post COVID for all the halls.

#### **2008 TO REVIEW THE REQUESTED CONSULTATION BY RACHEL CARTER, LOCAL PLACES FOR NATURE AND NPTCBC REGARDING THE CARE AND UPGRADE OF GREEN SPACES WITHIN NTC PROPERTIES**

Members had received the report prior to the Meeting.

The Meeting discussed their options. **RESOLVED:** After discussion it was proposed, seconded and agreed to discuss which areas to take forward at the next Estates Committee Meeting.

#### **2009 TO CONSIDER CHRISTMAS LIGHTING IN EACH NTC WARD**

The Town Clerk stated that they had met with the lighting company and explained the requirements. Members were informed that some Councillors had come forward with areas for extra lighting. **RESOLVED:** Members to confirm exact location and lamppost location of potential 2022 lighting.

#### **2010 TO REVIEW CORRESPONDENCE RECEIVED RELATING TO TOWN COUNCIL ESTATES**

##### ***Correspondence received for noting***

An email from Social Farms & Gardens regarding the National Allotment Development Team.

##### ***Additional Correspondence received for noting***

An email from One Voice Wales regarding information on Swifts.

## **2011 TO REVIEW AND CONSIDER PLANNING APPLICATIONS**

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

P2021/1213

Meeting: Estates 10.02.22	Planning Schedule				Date sent: 10.12.21
No. of Application	Applicant	Proposal	Location	Planning Officer	Recommendation
P2021/1213	Mr Mohammed Afzal	Alterations to an existing commercial building to create two number new first floor apartments	20 Queen Street Neath SA11 1DL	Jessica King	No objections

**2012 TO DISCUSS ANY MEMBER ISSUES AND RECEIVE REPORTS FROM MEMBERS ON MEETINGS THEY HAVE ATTENDED ON BEHALF OF NEATH TOWN COUNCIL**

There were no issues to discuss.

**2013 TO RECEIVE ITEMS FOR THE NEXT AGENDA FROM MEMBERS**

- Local Place for Nature – care and upgrade of green spaces Consultation Report
- One Voice Wales – Swift Boxes
- Christmas Lighting in Wards (feedback from Cllrs)

**2014 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.

Sara Wharmby left the Meeting.

**2015 TO DISCUSS AND REVIEW AND:-**

**A) INVESTMENTS PROPERTY LEASING MATTERS**

The Town Clerk confirmed two site visits for interested parties in Units 1&2 of Neath Town Hall. Feedback from those visits was anticipated before the next Full Council meeting.

**B) COVID ARREARS REPAYMENT MATTERS**

A full update report was provided before the meeting.

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

The Town Clerk provided the quote for the Melin Community Centre kitchen ceiling. **RESOLVED:** Members agreed that this was a fair price and accepted the quote. Town Clerk to proceed.

The Town Clerk confirmed the locations and price (already agreed via budgeting) for Hanging Baskets for 2022 and confirmed that this was underway for install April/May 2022.

The Town Clerk confirmed that they had also spoken with the bunting installer to confirm a date which would hopefully be the same time as the Hanging Basket installation.

An update on Phase 1 and 2 of New Street was given and information provided prior to the meeting. The Clerk confirmed that the upper 1<sup>st</sup>

and 2<sup>nd</sup> floors would be kept the very basic to avoid increasing costs to refurbish an area which would not be occupied.

**2016 TO RECEIVE AN OVERVIEW OF ANY STAFFING MATTERS**

The Town Clerk confirmed that a member of staff had returned from sick leave and was on a staged return for a period of 6 months.

**2017 TO RECEIVE AN OVERVIEW OF ANY HEALTH & SAFETY MATTERS**

H&S site visit to be undertaken in Feb/March as planned. H&S issues at Melin Community Centre had been addressed.

**2018 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> March 2022. An agenda would be circulated in due course.

There being no further business, the meeting was closed.