

**MINUTES OF THE HYBRID ESTATES COMMITTEE MEETING
HELD ON THURSDAY, 10TH MARCH 2022 AT 6PM**

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

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

ABSENT: COUNCILLORS: **CLLR. MRS L. JONES**

IN ATTENDANCE: **KATHRYN CHARLES**
SARA WHARMBY

2019 TO RECEIVE APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr. Ms T. Davies, Cllr. J. Harle and Cllr. P. James.

2020 TO RECEIVE ANY DECLARATION OF INTEREST FROM MEMBERS

There were no declarations of interest received.

2021 TO WELCOME MEMBERS OF THE PUBLIC TO THE MEETING AND RECEIVE ANY QUERIES RELEVANT TO THE AGENDA

There were no members of the public present.

2022 TO WELCOME REPRESENTATIVES AND DISCUSS ALLOTMENT ISSUES FROM:-

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

No representation was present. Members had received the report prior to the Meeting.

The Meeting was informed that a request had been received for an allotmenteer asking for dispensation as they would not be able to work the plot due to personal circumstances. **RESOLVED:** It was proposed, seconded and agreed to allow the dispensation.

2023 TO DISCUSS AND AGREE ANY SUGGESTIONS/ACTIONS WITHIN THE LOCAL PLACES FOR NATURE CONSULTATION

Members reviewed the report and agreed on the following recommendations from within the consultation.

The Meeting discussed wildflowers and meadows. A Member stated that they could look messy and NTC might get complaints. Another Member suggested going ahead with the wildflowers and meadows, and to inform the public of what was happening, as once it's explained there's a more positive reaction. **RESOLVED:** This would be discussed at a future meeting.

Cllr. G. Morgan entered the Meeting.

RESOLVED Agreed Actions were:

Neath Castle:-

- a) Currently 2/3 weekly grass cuts.
- b) Existing Planters to be planted with native heathers and other hardy 'year-round' plants instead of annual planting.
- c) Create shorter grass margins around stonework for conservation and safety precautions.
- d) Circular 'cock fighting pit' non-native and invasive plants to be removed with native pollinator friendly plants.
- e) Replacement tree (Willow) to be removed – currently underway.

Cimla Community Centre:-

- a) All grass at this site, maintained by NPTCBC.
- b) Native bulb planting around base on tree in planters and alongside windows (see report for species).
- c) General 'tidy up' of area/borders needed to be completed.

Melin Community Centre:-

- a) General 'tidy'up of area/borders needed to be completed.

The Clerk confirmed that the Gardener would be informed of these changes for 2022.

Members also agreed to consider installing swift boxes. **RESOLVED:** Members to confirm locations.

Biodiversity Report to be updated with agreed actions. **RESOLVED.**

2024 TO RECEIVE AN UPDATE ON MAINTENANCE AND CARE OF BUS SHELTERS & ROADSIDE SEATS

Members were informed that they were waiting for a date for the refurbishment.

A Member stated that it had been agreed to promote the bus shelter refurbishment. **RESOLVED:** Clerk to action.

2025 TO RECEIVE AN OVERVIEW REPORT ON COMMUNITY HALLS

The Town Clerk confirmed that updated Risk Assessments post COVID restrictions and regulations which are ending on 28th March had been discussed with staff. Members were informed that the Caretakers had asked for the hand

sanitiser to be kept in the centres and Café staff had asked for the screen to be kept at the counter, along with the hand sanitisers. **RESOLVED:** Agreed.

An update was given regarding the ceiling at Melin Community Centre and contractors had confirmed they could undertake this as soon as possible. **RESOLVED:** Clerk to chase date.

The Town Clerk informed the Meeting that there was a storage issue at Melin Community Centre, as some regular hirers were increasing their storage of bulky items on the stage which was unknown to the Council. **RESOLVED:** Members agreed for the Town Clerk to contact them regarding moving the items into their allocated areas or remove them immediately.

The meeting also confirmed that all items were stored at the hall hirers risk as the Centres were for use for all the community.

Members were informed that the Town Hall had heat resistant boards installed post fire inspection. The Town Clerk asked Members if a Radar Key could be purchased for the disabled toilet downstairs due to issues being raised by hall hirers. **RESOLVED:** Agreed. The updated Town Hall Capacity was also noted.

The Town Clerk asked Members if they wished to purchase a Ukrainian flag for both Neath Castle and Neath Town Council Chambers. **RESOLVED:** Agreed.

Members were updated on the recommendations for defibrillator units being locked and registered from WAST with concerns over Defibs being taken and their location not being identified or being replaced and 'active' on The Circuit. **RESOLVED:** Members noted the concerns of WAST and continued to agree to leave x2 Units unlocked.

2026 TO REVIEW CORRESPONDENCE RECEIVED RELATING TO TOWN COUNCIL ESTATES

<i>Correspondence received for action</i>		<i>Resolutions</i>
An email from Jeni Bradshaw of Boogie Boots regarding hiring Melin Community Centre until 10.30pm.	Members to discuss.	The Town Clerk stated that there was concern from the Caretakers about the lateness, but the hirers were currently trialling earlier times for their booking. Members agreed to await feedback.
An email from Mr David Michael of History Points regarding the MC Café and whether NTC had the original unregistered deeds of the property.	Could Council provide guidance?	Town Clerk to contact T. Llewellyn Jones Solicitors.

An email from Jemma of Girls Friendly Society requesting permission for keeping a storage unit at Neath Community Centre.	Members to discuss.	The Town Clerk stated that there were storage units from other hirers and space/(location of Unit) was becoming an issue in the Community Centre. RESOLVED: It was proposed, seconded and agreed to decline the request for storage.
An email from One Voice Wales attaching information on Swifts.	To be discussed.	Discussed above.

<i>Additional Correspondence received for action</i>		<i>Resolutions</i>
An email from Sally Rowlands regarding sponsorship for the marquees at the Real Ale & Cider Festival.	Do Council wish to support this funding?	Due to Cllrs having to declare an interest and the meeting no longer being quorate, it was agreed to discuss the request at the Events Sub-Committee Meeting.
An email from Sally Rowlands regarding sponsorship for the porta-loos at the Real Ale & Cider Festival.	Do Council wish to support this funding?	Due to Cllrs having to declare an interest and the meeting no longer being quorate, it was agreed to discuss the request at the Events Sub-Committee Meeting
<i>Additional Correspondence received for noting</i>		
Emails regarding defibrillators and locking/unlocking the cabinets.		

2027 TO REVIEW AND CONSIDER PLANNING APPLICATIONS

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

P2022/0118

P2022/0139

Meeting: Estates 10.03.22	Planning Schedule				Date sent: 04.03.22
No. of Application	Applicant	Proposal	Location	Planning Officer	Recommendation
P2022/0118	Mr Jamie Jones	Detached outbuilding for storage and gym area	10 Primrose Road, Neath SA11 2AP	Daisy Tomkins	No objections
P2022/0139	Kevin Bankhead	Proposed installation of lights on 4no tennis courts.	Neath Community Tennis Courts, Dyfed Road, Neath SA11 3AN	Billy Stark	No objections

2028 TO DISCUSS ANY MEMBER ISSUES AND RECEIVE REPORTS FROM MEMBERS ON MEETINGS THEY HAVE ATTENDED ON BEHALF OF NEATH TOWN COUNCIL

Cllr. Mrs S. M. Penry and Cllr. Mrs J. L. Lockyer updated Members on the Partnership Meeting that they had attended. Cllr. Mrs S. M. Penry stated that they had expressed NTCs disappointment at the logo not being included on the Medieval event poster and stated that the NTC Mayor, as legal Custodian of Neath Castle, didn't receive an invite but the NPTCBC Mayor did.

Cllr. Mrs J. L. Lockyer updated the Meeting on the progress of tackling antisocial behaviour in the town.

2029 TO RECEIVE ITEMS FOR THE NEXT AGENDA FROM MEMBERS

There were no items received for the next Agenda.

2030 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.

2031 TO DISCUSS AND REVIEW AND:-

A) INVESTMENTS PROPERTY LEASING MATTERS

Town Hall Units 1 & 2 Lease was progressing.
Notice of termination was received for 6 Green Street.

B) COVID ARREARS REPAYMENT MATTERS

No update since Full Council.

C) ONGOING, CURRENT & FUTURE COMMERCIAL CONTRACTS

- a. The Town Clerk confirmed that the new lighting columns were being installed in Neath Town Centre. The Hanging Basket contract would include these for 2022. Contractors had been provided with updated locations possible installations from April/May - October.
- b. Bunting contractors had been confirmed from April – October.
- c. The Town Clerk relayed concerns from the owners of the Moose Hall of an overhanging tree. **RESOLVED:** Members agreed to determine

whether the tree had a TPO listed against it and if not, Moose Hall could remove tree branches they required.

- d. The Town Clerk confirmed that number of additional lighting columns as a 'wish list' had been received. These would be passed to the contractors to determine costs. **RESOLVED:** Town Clerk to action. Cllr Mrs J Lockyer to provide column numbers.
- e. Confirmation of Melin contribution of maximum of £1,000 in the future, if possible was agreed. **RESOLVED:** To be discussed at a future meeting.

2032 TO RECEIVE AN OVERVIEW OF ANY STAFFING MATTERS

SLA for three School Crossing Patrol officers had been prepared. Mayor sign.
RESOLVED: Mayor to speak with Clerk to arrange signature.

2033 TO RECEIVE AN OVERVIEW OF ANY HEALTH & SAFETY MATTERS

The Town Clerk confirmed that all Risk Assessments had been reviewed as part of NTCs internal control. These would be passed via Full Council in April.
RESOLVED: Town Clerk to Action.

2034 TO FIX A DATE AND AGREE AN AGENDA FOR THE NEXT MEETING

The Chair advised that the next meeting will be held on Thursday, 14th April 2022. An agenda would be circulated in due course.

There being no further business, the meeting was closed.