

NEATH TOWN COUNCIL – FULL COUNCIL MEETING

Minutes of the hybrid meeting on Thursday, 9th June 2022 at 6pm

Present: Cllr. Mrs S. M. Penry (Mayor), Cllr. J. Warman (Deputy Mayor), Cllr. T. Cooze, Cllr. K. Finn, Cllr. Ms L. Heard, Cllr. P. James, Cllr. Mrs L. Jones, Cllr. Ms. M. P. Lloyd, Cllr. Mrs J. L. Lockyer, Cllr. G. Morgan, Cllr. A. Musaiid, Cllr. T. Pearson, Cllr. R. Price, Cllr. Mrs S. Price, Cllr. M. Protheroe, Cllr. D. Thomas, Cllr. P. Sambrook (Kathryn Charles - Town Clerk, Amanda Holmes – RFO, Sara Wharmby - Admin Assistant)

FC2022/19 To receive apologies for absence

There were no apologies for absence received.

FC2022/20 To receive any declarations of interest from Councillors in accordance with the Members Code of Conduct

Declarations of interest were received from Cllr. T. Pearson, Cllr. Mrs S. M. Penry, Cllr. M. Protheroe, Cllr. P. Sambrook and Cllr. J. Warman in respect of item 11a on the Agenda and from Cllr. A. Musaiid regarding a piece of correspondence under item 11a on the Agenda.

FC/2022/21 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.

Members agreed to move Agenda Item 6 regarding the Co-Option process.

FC2022/22 To review all applications received via the Co-Option process and appoint two Councillors into the Mount Pleasant Ward vacancies

Members were given voting slips and Councillors on Zoom were asked to contact the Town Clerk to vote confidentially.

Cllr. M. Protheroe and Cllr. G. Morgan checked the results with the Town Clerk.

After the vote, Councillors were informed that Mr J. Miller and Mr A. Sims would be Co-Opted into the Mount Pleasant Ward.

FC2022/23 To welcome representatives from Linc Cymru regarding the proposed development at Orchard Street, Neath

The Chair welcomed Rebecca Billington, Natalie Hawkins and Shelly Leonard to the Meeting.
Cllr. Mrs J. L. Lockyer left the Meeting.

Each representative explained their role within the organisation.

Members were informed that the site would be for 32 one or two bed apartments for people over the age of 55 and it was aimed to be completed in October 2023.

Members put forward their questions and concerns regarding the development.

Cllr. Mrs L. Jones left the Meeting.

Members were informed that they could have a site visit in the future should they wish.

Cllr. P. James left the Meeting.

The Chair thanked the representatives for attended the Meeting and left.

FC2022/24 To request NPTCBC delegate Section 101 powers to Neath Town Council

The Town Clerk explained in detail the requirement for requesting Section 101 Delegated Powers from NPTCBC.

RESOLVED: It was proposed, seconded and agreed to ask for Section 101 powers. One Member abstained from the vote.

FC2022/25 To receive and agree the Draft Statement of Accounts

The Finance Officer stated that another Meeting would need to be held to present the final document and submit it at the end of June deadline.

The Finance Officer outlined the reports in detail and any amendments.

RESOLVED: After discussion it was proposed, seconded and agreed to accept the amendments.

FC2022/26 To receive and agree the Draft Annual Return

Members were informed the Draft Annual Return would go to the next Meeting.

FC2022/27 To receive and agree the Internal Auditors Report

Members were informed the Internal Auditors Report would go to the next Meeting.

FC2022/28 To approve as a true and correct record

A) Minutes of the following Council Meetings:

i. Annual Meeting of Council held on 18th May 2022

ACM2022/11 – A Member proposed that the Co-Opted Councillors be added to the Estates Committee. **RESOLVED:** This was seconded and agreed.

ACM2022/3 – Members stated that the minutes were incorrect and it was stated that precedent had appeared to be set and should have been followed. **RESOLVED:** It was proposed, seconded and agreed to include this in the minutes. One Member voted against the proposal.

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

ii. Full Council Meeting held on 18th May 2022

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.

FC2022/29 To receive the Clerk's Report

A. General Matters

Members had received the report prior to the Meeting.

Members were updated on the defibrillator that had been stolen and the unit which had been damaged. The Town Clerk asked if Council wished to replace the defibrillator and costs were given. **RESOLVED:** After discussion it was proposed, seconded and agreed to replace the defibrillator.

Members were informed that Cefn Saeson Comp wished to cultivate another plot at the Fairyland Allotment Site.

Cllr. Mrs S. M. Penry, Cllr. M. Protheroe and Cllr. J. Warman declared an interested and left the Meeting and Cllr. R. Price took over as Chair.

After a previous site visit, Members agreed to release all of the communal area to the School and discussed the charge.

Cllr. T. Pearson and Cllr. P. Sambrook declared an interest and left the Meeting.

RESOLVED: After discussion it was proposed, seconded and agreed to offer plots A5 & A6 and to charge for 2 plots. One Member abstained from the vote.

Cllr. T. Pearson, Cllr. Mrs S. M. Penry, Cllr. M. Protheroe, Cllr. P. Sambrook and Cllr. J. Warman returned to the Meeting. Cllr. Mrs S. M. Penry returned to Chair the Meeting.

Members were reminded that the School Governors needed to liaise with their schools to arrange a date for planting the trees for the Queen's Jubilee.

Councillors were given costs for a new freezer for Tymhorau/Seasons Café. **RESOLVED:** After discussion it was proposed, seconded and agreed to purchase as soon as possible.

The Town Clerk reminded Councillors to submit their biogs for the Newsletter and Council website.

B. Correspondence

| Correspondence received for action | | Resolutions |
|--|---|---|
| An email from One Voice Wales regarding the Finance & Governance Toolkit. | For future progression through the Toolkit. This could be placed on the P&P Agenda as an ongoing support document? Members to discuss. | It was proposed, seconded and agreed to place it on the P&P Agenda. |
| An email from One Voice Wales regarding vacancies on the NPT Standards Committee. | Do any Members wish to be considered for these vacancies? | A Member stated that the positions had been filled. |
| Correspondence received for noting | | |
| An email from the NTC Mayoress Appeal attaching the minutes of their Meeting on Tuesday, 10 th May. | | |
| An email from Nicola Lewis of Neath Afan Gymnastics Club regarding the development of a new Gymnastics and Activities Centre. | | |
| An email from Ceri Griffiths informing NTC of the passing of Mrs Mary Gunter. | | |
| An email from One Voice Wales regarding training dates throughout June. | | |
| An email from One Voice Wales attaching the agenda and relevant papers for the NPT Area Committee Meeting on 8 th June. | | |

| Additional Correspondence received for action | | Resolutions |
|---|---|--|
| An email from One Voice Wales regarding training date throughout June. | Do Cllrs wish to attend? | - |
| An email from Mr Philip Green regarding the old Reggae Reptile shop on Queen Street. | Do Council wish to respond? | It was proposed, seconded and agreed to respond stating it was not within NTC's remit, but to give a relevant contact. |
| An email from One Voice Wales regarding the Older People's Commissioner for Wales Age Friendly Communities in Partnership Webinar. | Do Members wish to attend, if so register directly. | - |
| Additional Correspondence received for noting | | |
| An email from Ceri Griffiths informing NTC of the funeral arrangements for Mrs Mary Gunter. | | |
| Letters for the Penrhiwtyn Ward & Melincryddan Ward Councillors from Melin Community Trust congratulating the for being elected and requesting a meeting. | | |
| An email from Bruno Peek regarding the Queen's Platinum Jubilee Beacons event and attaching the Platinum Jubilee Certificate. | | |

The Town Clerk stated that an additional email had been received from Neath Round Table asking if Council wished to advertise in their programme. **RESOLVED:** It was proposed, seconded and agreed to advertise.

FC2022/30 To review and agree income & expenditure movement for the month

Members had received the report prior to the Meeting.

- a. **Bills Awaiting Payment**
Agreed.
- b. **BACS Payment Schedule**
Agreed.
- c. **Barclays General Account**
Agreed.
- d. **Inter Bank Transfers (Over 10K)**
None.
- e. **New Supplier BACS Authorisation**
None.
- f. **Payroll**
Agreed.
- g. **Bank Statement Reconciliation**
Agreed.

FC2022/31 To review and consider Planning Applications

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

P2022/0264 – Amanda Holmes – Neath Castle, Castle Street, Neath, SA11 3LU
P2022/0322 – Stephen Knight – 38 Brynau Wood. Cimla, Neath, SA11 3YQ
P2022/0376 – Phillipa Francis – 6 Wellfield Avenue, Neath, SA11 1AX
P2022/0395 – Emma McGinley – JCG Building, Unit 3/Milland R.Ind.Est, Neath, SA11 1NJ
P2022/0396 – NPTCBC – The Metal Box, Milland Road, Neath, SA11 1NJ
P2022/0063 – Jonathan Morgan – 5 Ropewalk, Neath, SA11 1EW
P2022/0064 - Jonathan Morgan – 5 Ropewalk, Neath, SA11 1EW
P2022/0348 – Polly Lewis – 19-20 London Road, Neath, SA11 1LE
P2022/0342 – Mr Tanner – 1 Glyn Garfield Close, Penrhiwtyn, Neath, SA11 2JR

FC2022/32 To discuss the social media content for Neath Town Council

A Member thanked the staff for information and feedback regarding his queries and suggestions.

FC2022/33 To discuss any Member Issues and receive Reports from Members on meetings they have attended on behalf of Neath Town Council

The Mayor stated that the Jubilee events had been very successful and asked that a letter of thanks be sent to the choir who performed at the Queen's Jubilee Beacons event.

Cllr. A. Musaiud updated the Meeting on the One Voice Wales meetings he had attended.

FC2022/34 To receive an update from NTCs Youth Representative

Members were informed that they were unable to attend due to exams and Members wished to convey their best wishes.

FC2022/35 To receive items for the next Agenda

The Town Clerk stated that a Councillor had requested the Council's 5 Year Plan be placed on the next agenda, along with the suggestion of a pop-up stall in Neath Town Centre.

FC2022/36 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.

- FC2022/37 To discuss and review any:-**
- a) Investment Property Leasing matters**
 - b) COVID arrears repayment matters**
 - c) Ongoing, Current and Future Commercial Contracts**
- a) An agreement repayment proposal was agreed by members on Units 1 & 2 of Neath Town Hall.
 - b) An updated arrears table was presented to Members who noted that the repayment figure had reduced significantly. Issues of concern were raised with one tenant whose repayments were slow.
 - c) Dilapidations Reviews being undertaken on the two new vacant units and would be advertised immediately.

FC2022/38 To receive an overview of any Staffing matters
A member of staff had submitted a further sick paper for one month.

FC2022/39 To receive an overview of Health & Safety matters
Updated FRA for TH had been worked through.

FC2022/40 To fix a date and agree an Agenda for the next Meeting

The Chair advised that the next meeting would be held on Thursday, 7th July 2022. An agenda would be circulated in due course.

There being no further business, the meeting was closed.

Signed: _____

Dated: _____