

## NEATH TOWN COUNCIL – FULL COUNCIL MEETING

Minutes of the hybrid meeting on Thursday, 7<sup>th</sup> October 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. Ms. M. P. Lloyd, Cllr. Mrs J. L. Lockyer, Cllr. J. Miller, Cllr. A. Sims, Cllr. T. Pearson, Cllr. M. Protheroe and Cllr. P. Sambrook, (Kathryn Charles - Town Clerk, Sara Wharmby - Admin Assistant, Cllr. W. Carpenter – NPT Standards Committee)

**FC2022/79 To receive apologies for absence**

Apologies for absence were received from Cllr. Mrs L. Jones, Cllr. G. Morgan, Cllr. A. Musaiid, Cllr. R. Price, Cllr. Mrs S. Price, Cllr. D. Thomas and Lilly Kayes.

**FC2022/80 To receive any declarations of interest from Councillors in accordance with the Members Code of Conduct**

There were no declarations of interest received.

**FC2022/81 To provide an opportunity for any members of the public in attendance to address Council or ask questions on any matters of concern in relation to agenda items (other than those proposed to be considered in private – see additional Public Participation guidance notes on website)**

The Chair welcomed Cllr. W. Carpenter of the NPT Standards Committee.

*Cllr. K. Finn entered the Meeting.*

**FC2022/82 To welcome Will John of NPT Police for an update**

The Town Clerk stated that they had not received a response when they emailed to confirm attendance. Members expressed their disappointment that no Police representation had attended the last 3 Meetings despite being reassured. **RESOLVED:** Town Clerk to write to Police asking for presence at Full Council meetings.

**FC2022/83 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> September 2022**

**p. 3 - FC2022/69b - Email regarding Climate Change – RESOLVED:** A Member proposed that the NPTCBC appointed Member be invited to attend a future Meeting. This was seconded and agreed.

**p. 4 - FC2022/70 -** A Member asked for an update regarding the water meter at Neath Castle. The Town Clerk stated that the Finance Officer was looking into it.

**p. 4 - FC2022/69b -** Email regarding the Replacement LDP – A Member thanked Councillors for supporting their response to the LDP and stated that they looked forward to seeing how it progresses.

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

*Cllr. K. Finn disconnected from the Meeting.*

**ii. Events Sub-Committee Meeting held on 6<sup>th</sup> September 2022**

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

*Cllr. K. Finn returned to the Meeting.*

**iii. Estates Committee Meeting held on 8<sup>th</sup> September 2022**

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

**iv. Personnel & Policy Committee Meeting held on 26<sup>th</sup> September 2022**

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

**v. Estates Committee Meeting held on 27<sup>th</sup> September 2022**

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

**vi. Finance Committee Meeting held on 28<sup>th</sup> September 2022**

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

**a) Resolutions recommended by Committees as set out in the minutes**

All Resolutions agreed.

**FC2022/84 To receive the Clerk's Report on general matters arising**

Members had received the report prior to the Meeting.

The Town Clerk stated that some Councillors still needed to provide information for the Newsletter, these would be chased again.

Members were informed that the insurance claim for the defibrillator at Neath Community Centre was ongoing.

The Town Clerk stated that the Citizenship and Grant Aid application closing date had passed. As agreed a community event would take place in the New Year. A Member asked whether nominations pre-COVID still stood. The Town Clerk stated they would all go to the next Personnel & Policy Committee to be discussed.

Members were informed that the Christmas Card Competition was now live, and information had been sent to the schools in the NTC wards. The Town Clerk also stated that the Christmas Shop Window Competition judging would take place on 2<sup>nd</sup> December.

The Town Clerk informed the Meeting that due to COVID, NPTCBC didn't collect licencing payments and NTC had been provided with an update on collecting these payments. Councillors were asked to confirm the payment. **RESOLVED:** Agreed.

The Town Clerk updated the Meeting on an overgrown allotment plot that had been offered to people on the waiting list and stated that the plot had now been taken.

**FC2022/85 To review and agree income & expenditure movement for the month**

- a. Bills Awaiting Payment
- b. BACS Payment Schedule
- c. Inter Bank Transfers (Over 10K)
- d. Petty Cash
- e. New Supplier BACS Authorisation

In the absence of the RFO, the Town Clerk stated that there was no report for the Meeting as they had been agreed at the recent rescheduled Finance Meeting.

**FC2022/86 To review and consider Planning Applications**

There were no objections to the following planning application(s):-  
A2022/0008 - CK Hutchison Networks (UK) Ltd - Osprey Drive, Cimla, SA11 3SP  
P2022/0750 - Mr Andrew Ford - 28 Hawthorn Avenue, Cimla, SA11 3NW  
P2022/0541 - Christopher Williams - 78 Cimla Crescent, Cimla, SA11 3NP  
P2022/0727 - Doderidge - 12 Wenham Place, Neath, SA11 3AH  
P2022/0772 - Mr Ben French - 3 Windsor Road, Neath, SA11 1LN  
P2022/0773 - Mr Ben French - 3 Windsor Road, Neath, SA11 1LN  
P2022/0787 - Mr Gregg Bennett - 5 The Avenue, Neath, SA11 2FD

A Member updated the Meeting on the appeal application A2022/0008 and thanked the Town Clerk for the thorough response to the objection.

**FC2022/87 To discuss any Member Issues and receive Reports from Members: -  
a) on meetings they have attended on behalf of Neath Town Council**

*Cllr. P. James entered the Meeting.*

The Mayor updated the Meeting on the Green Festival she attended in Victoria Gardens on 1<sup>st</sup> October. Members were informed that a tree had been donated to NTC by the organisers of the event and the Mayor stated it would be planted at Neath Castle.

A Councillor provided feedback on the Green Environmental event which took place in Victoria Gardens which was a huge success and well attended.

**b) on updates recommended for website, digital and social media platforms**

There were no updates received.

A Councillor asked for the Council's Constitution to be changed to transfer the Events Committee from a Zoom only meeting to hybrid as 3 Members wished to attend Chambers. **RESOLVED:** Agreed.

- FC2022/88 To receive an update from NTCs Youth Representative**  
The Youth Representative had been unable to attend the Meeting. The Town Clerk stated that she had nominated a colleague who also wished to become a youth representative with NTC.  
**RESOLVED:** It was proposed, seconded and agreed to discuss this at the next Personnel & Policy Committee Meeting.
- FC2022/89 To receive an overview of Health & Safety matters**  
None.
- FC2022/90 To receive items for the next Agenda**  
There were no items put forward by Members for the next Agenda.  
*Cllr. W. Carpenter and Sara Wharmby left the Meeting.*
- FC2022/91 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.
- FC2022/92 To discuss and review any:-**  
a) Correspondence received

<b>Correspondence received for action</b>		<b>Resolutions</b>
An email from One Voice Wales regarding a nomination from the Area Committee for a substitute member to serve on the Standards Committee.	Councillors to discuss.	Cllr Mrs Jan Lockyer was nominated as a substitute member for consideration.
<b>Correspondence for Councillors to respond to directly</b>		
An email from One Voice Wales regarding A Fairer Council Tax Consultation that closes on 4 <sup>th</sup> October.	Do Councillors wish to respond?	This was circulated before the closing date. Members were asked to respond directly.
<b>Correspondence received for noting</b>		
<b>Mayoral Invitations</b>		
An invitation for the Mayor to attend a Service of Thanksgiving for the life of Her Majesty Queen Elizabeth II and a Service marking the Accession of His Majesty King Charles III to the Throne, at St. David's Church on 17 <sup>th</sup> September.		
An Invitation for the Mayor to attend Briton Ferry Musical Theatre's production of "Nunsense" in October.		
<b>General Correspondence</b>		
An email from the Parish of Neath regarding a service for Her Majesty The Queen on 17 <sup>th</sup> September.		
The Afon Nedd Ministry Area Parish Magazine – September 2022.		
An email from the Chair of Neath Town Centre Consortium thanking NTC for the sponsorship and support of the Neath Real Ale & Cider Festival.		
An email from Boundary Commission regarding Community Review Guidance.		
An email from MAWW Fire & Rescue Service regarding the Draft Annual Business Improvement Plan 2023/2024.		
An email from Royal British Legion Industries regarding installing a veteran-made Tommy Statue.		
An email from One Voice Wales regarding a report on the public service board working group on the Green Infrastructure aspect held at Llandarcy on 02.09.22.		
An email from One Voice Wales regarding the Biodiversity Conference on 27 <sup>th</sup> October.		
<b>Additional Correspondence received for action</b>		<b>Resolutions</b>
An email from James Taylor of Neath Rotary regarding and annual Neath Civic Pride Week and having another screen in the Neath Community Centre window.	For consideration.	Response that NPTCBC would be leading this initiative as part of their 'civic pride' initiative.
<b>Additional Correspondence received for noting</b>		

<b>Investment Properties Correspondence received for action</b>		<b>Resolutions</b>
An email from Paul James regarding the former Next Store and Neath RFC.	To be discussed.	Members confirmed that they wished to support this. Town Clerk to liaise as soon as possible.

**b) Investment Property Leasing matters including COVID arrears repayment matter**

**c) Ongoing, Current and Future Commercial Contracts**

A full update on the collect b and c points was provided in advance of the meeting. Members were updated on each of the properties with a 'traffic light' system for information.

A debate on the Service Charge for 1-4 New Street was discussed. **RESOLVED:** Agreed to accept property management agents recommendations with a futureproof addition to the Lease for 1<sup>st</sup> and 2<sup>nd</sup> Floor future development.

Christmas Lights – Town Clerk asked Members for their views on current lighting provider as 2022 was an 'add on' year to the contract, post COVID. **RESOLVED:** Members agreed to waive and suspend Standing Orders/Financial Regulations 11.1c as the current provider had proved a very successful partnership with NTC with no issues. Town Clerk to obtain costs from current provider on 3/5 year terms as part of the budget setting.

Christmas Light Switch On Event – Town Clerk updated Members on the cost of 'vehicle mitigation' health and safety costs for this event. Members discussed this at length and were disappointed with the lack of support from NPTCBC and escalating costs which were placed upon NTC. **RESOLVED:** Members reluctantly agreed the costs and wished to proceed. Town Clerk to write to Chief Executive of NPTCBC expressing disappointment of escalating costs for community events and asking for future joint working to support the town.

Remembrance/British Legion – Town Clerk updated Members that they had been invited to a meeting on 10<sup>th</sup> October to discuss arrangements. **RESOLVED:** Members confirmed that NTC had no additional financial resources to donate but would provide support where necessary.

Food & Drink Festival – Town Clerk asked Members to confirm bar prices. **RESOLVED:** Members agreed prices.

**FC2022/93 To receive an overview of any Staffing matters**  
Update on staff sickness was provided.

**FC2022/94 To fix a date and agree an Agenda for the next Meeting**  
The Chair confirmed Thursday, 3<sup>rd</sup> November 2022.

There being no further business, the meeting was closed.

Signed: S. M. Penny

Dated: 3 - 11 - 2022