

NEATH TOWN COUNCIL – FULL COUNCIL MEETING
Minutes of the hybrid meeting on Thursday, 1st June 2023 at 6pm

Present: Cllr. J. Warman (Mayor), Cllr. P. James (Deputy Mayor), Cllr. T. Cooze, Cllr. K. Finn, Cllr. Ms. M. P. Lloyd, Cllr. Mrs J. L. Lockyer, Cllr. J. Miller, Cllr A. Musaied, Cllr. Mrs S. M. Penry, Cllr. T. Pearson, Cllr. R. Price, Cllr. Mrs S. Price, Cllr. M. Protheroe, Cllr. A. Sims (Kathryn Charles - Town Clerk, Amanda Holmes – Finance Officer, Jenna Reed – Finance Officer, Sara Wharmby - Admin Assistant, Carys Hope - Community Engagement Officer)

Absent: Cllr. Ms L. Heard, Cllr. Mrs L. Jones, Cllr. P. Sambrook

FC2023/89 To receive apologies for absence

Apologies for absence were received from Cllr. G. Morgan, Cllr. D. Thomas and Lilly Kayes, Youth Representative.

FC2023/90 To receive any declarations of interest from Councillors in accordance with the Members Code of Conduct

There were no declarations of interest received.

FC2023/91 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*)

There were no members of the public in attendance.

FC2023/92 To welcome NPT Police for a community update

The Chair welcomed PS Will John and PC Gethin Evans to the Meeting.

PS John updated the Meeting on antisocial behaviour and stated that it had decreased. Updates were given on recent arrests in the town centre. PC Evans informed the Meeting that the benches at the top of Green Street had been monitored and cleared of antisocial behaviour and updated Members on linked arrests.

A Member asked if there was any progress with the issues at Neath Castle. PC Evans stated they would add the area to their walking route to keep a check on the area.

A Member stated that members of the public were frustrated with the delays in the 101 system and asked if the Police were linked to the shops in the town centre. PC Evans stated he would visit the shops. PS John informed the Meeting that it could be quicker to fill in the online form than to wait on the phone.

A Member informed the Police that there was still an issue with the traffic light at the Cadet Centre and cars driving through the lights. PS John stated he would inform other officers.

The Meeting discussed an issue regarding the bus stops outside the train station and people congregated. PC Evans stated they were monitored every day and they would be moving them on.

A Members informed the Police that NTC had received an email voicing concerns regarding a safeguarding issue at one of the community centres and asked for assistance. Town Clerk to forward correspondence.

The Meeting discussed a previous request for benches at the bottom of Windsor Road.

A Member wanted to feedback information regarding the PCSOs at Cimla Community Centre were very friendly and approachable and that people were happy with the Police presence in Cimla.

The Chair thanked PS Will John and PC Gethin Evans for attending the Meeting.

PS Will John & PC Gethin Evans left the Meeting.

FC2023/93 To receive an update from NTCs Youth Representative

Members were informed that Lilly was currently on holiday and unable to attend the Meeting.

FC2023/94 To receive an update from NTCs Community Engagement Officer

The Chair welcomed Carys Hope to the Meeting. Carys updated the Meeting on the groups that she had met and provided feedback. Carys stated that she had met with Lilly, the Youth Representative and Members were informed that an Instagram account had been created for the Community Engagement Officer & Youth Representative (@ntccommunity). This would be linked to the Facebook page.

A Member asked that Carys get in touch with NPT Pride to see how NTC could be involved and support them.

The Chair thanked Carys for attending the Meeting.

Carys Hope left the Meeting.

FC2023/95 To receive and agree Draft Statement of Accounts for the year ended 31st March 2023

The Chair welcomed Jenna Reed, the new Finance Officer replacing Amanda Holmes, to the Meeting and stated that they were looking forward to working with her.

Amanda Holmes stated that the Statement of Accounts was currently in draft format and would need amending and updating. It was noted that these would be ready by the Special Full Council taking place on 8th June.

Members were updated on various items that needed to be adjusted.

FC2023/96 To receive and agree Draft Annual Return for the year ended 31st March 2023

The Finance Officer stated that as the figures in the Statement of Accounts needed to be changed, the Annual Return would be amended and re-presented to Council at the Special Full Council Meeting.

FC2023/97 To receive and agree the Internal Auditors Report for the year ended 31st March 2023

The Finance Officer went through the conclusions under each item and Members put forward queries. Some minor amendments to the IA Report would be fed back to the IA.

FC2023/98 To approve as a true and correct record the minutes and resolutions contained therein of the following Council Meetings:-

i. Annual Meeting of Council held on 4th May 2023

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

ii. Full Council Meeting held on 4th May 2023

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

iii. Estates Committee Meeting held on 11th May 2023

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

iv. Personnel & Policy Committee Meeting held on 23rd May 2023

It was proposed, seconded and agreed unanimously to accept the minutes of the Personnel & Policy Committee Meeting. **PP2023/52** – As updated notice periods were provided, Members agreed to change the initial proposal to 3 months. This was seconded and agreed.

FC2023/99 To receive the General Clerk's Report

Members had received the report prior to the Meeting.

The Town Clerk asked Members to submit any 'opt out' submissions regarding IRP payments asap.

A Member asked that a reminder be sent to Councillors regarding numbers for printed copies of the Newsletter.

The Town Clerk updated the Meeting on the Party in the Park event progress. Members had been given a timeline of the acts. The Chair stated they were looking forward to this event and thanked everyone who was volunteering on the day. A Member stated that a Pétanque group had asked if they could join the event at no charge. **RESOLVED:** Agreed.

The Town Clerk asked the Meeting to consider a draft email to NPTCBC regarding help for a more permanent solution for vehicle mitigation levels throughout the town due to extensive costs each year. It was noted that these NPTCBC costs were nearing the total budget for the Christmas event. A draft email had been circulated to Members. **RESOLVED:** It was agreed to send the email.

FC2023/100 To review and agree Income & Expenditure movement for the month

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

Agreed.

f) Payroll

Agreed.

g) Bank Statement Reconciliation

Agreed.

FC2023/101 To review and consider Planning Applications

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

P2023/0352 – R. Callard – 4 Cedar Road, Neath, SA11 3AE

P2023/0357 – The Mine – 1-2 Old Town Hall, New Street, Neath, SA11 1RT

P2023/0355 – B. Morgan – 4 Jays Field, Cimla, Neath, SA11 3SJ

FC2023/102 To discuss any Member Issues and receive Reports from Members:-

a) on meetings they have attended on behalf of Neath Town Council

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

The Chair updated the Meeting on the compound that had been at Ash Grove and stated that it had been removed and it looked like they were starting to seed the area. The Chair stated that he would like to see the seat replaced but was aware it was on Tai Tarian's land.

FC2023/103 To receive an overview of Health & Safety matters

The Town Clerk had no update.

FC2023/104 To receive items for the next Agenda from Members

There were no items received for the next Agenda.

Sara Wharmby left the Meeting.

FC2023/105 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.

FC2023/106 To receive and review any Correspondence received

Correspondence received for action

Resolutions

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| Emails regarding the NPT Pride event taking place between 29 th June – 2 nd July. | Do NTC wish to get involved? | Carys Hope to make contact. |
| An email from Pontardawe Town Council regarding Youth Councillors being entitled to the Councillor Payment and asking NTC if they would second the motion at the One Voice Wales AGM in September. | Do Council wish to support this notion? | Full Motion to be requested and considered. |
| An email regarding safeguarding concerns about a group hiring one of the community centres. (Email attachment available on the Members Area on the website.) | For information and consideration. | Confidential. Managed under the Council's Safeguarding Policy. Members confirmed that hall bookings should be temporarily suspended until the matter had been dealt with. Town Clerk to make contact on behalf of Members. |
| An email from Marc Gower regarding the defibrillator at The Big Cam. | Do Councillors wish to fund a replacement Defib? It should be noted that Zurich have advised that there will be no insurance funding for a third replacement Defib. | Cllr Protheroe suggested that this could be covered under the warranty of the Defib. Town Clerk to confirm. |
| An email from One Voice Wales regarding training sessions taking place in June. | Do Members wish to attend training? | None. |
| An email from One Voice Wales regarding the Welsh Government survey on Twinning. | Consider the Youth Representative to complete and take forward? | Agreed. |

Correspondence received for information

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| The Afon Nedd Ministry Area Parish Magazine – May 2023. |
| An email from MAWW Fire & Rescue Service regarding the Public Services Boards Local Well-being Plans. |
| An email from Cllr. Andy Lodwig informing NTC that he will be standing down as Chairman of the Chamber of Trade, but would like to continue judging the Christmas Shop Window Competition as a NPTCBC Councillor. |
| An email from Rhys George, Electoral Services Manager at NPTCBC attaching the presentation 'Voter ID and the Elections Act 2022 – What I need to know?' from the Town/Community Council Forum meeting held on 9 th May. |
| An email from Senedd Insight Events regarding The LGBTQ+ Action Plan for Wales: Next Steps Conference. |
| An email from One Voice Wales regarding the Innovative Practice Conference at the Royal Welsh Showground on Wednesday 5 th July. |

| <i>Additional Correspondence received for action</i> | | <i>Resolutions</i> |
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| An email from Silvertime Legal regarding a free Community Talk. | Do Council wish to 'signpost' this service to any community groups? | Yes. |
| An email from NPTCVS regarding membership. | Do Council wish to renew membership? | Yes Agreed. |

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| An email from NPTCBC regarding joint working. | This will be covered in the next Liaison Group meeting. To be considered by Members. | Noted. |
| Additional Correspondence received for noting | | |
| An email from the Ombudsman attaching their Quarterly Newsletter. | Could all members ensure they are up to date with their Declarations of Interest forms please. Any changes to any personal circumstances should be updated on these forms as soon as possible. | Noted. |
| An email from Senedd Insight Events regarding the LGBTQ+ Action Plan for Wales: Next Steps Conference https://www.seneddinsight.com/events/the-lgbtq-action-plan-for-wales-next-steps-conference/?booking_code=Email3-0 | If Members wish to attend, please register directly. | Noted. |
| An email from One Voice Wales attaching information regarding Smart Device awareness. | For information and sharing. | Noted. |
| Additional Correspondence received for information | | |
| An email from Welsh Government attaching their Climate Change Bulletin. | | |

FC2023/107 To receive the Clerk's Report on Investment Properties and Commercial Contracts
A report had been distributed in advance of the meeting. No further update.

FC2023/108 To receive an overview of Staffing matters
A report had been distributed in advance of the meeting. No further update.

FC2023/109 To fix a date for the next Meeting
The Chair advised that the next meeting would be held on Thursday, 6th July 2023.

There being no further business, the meeting was closed.

Signed: J Dormer

Dated: 4 06/07/2023