

**NEATH TOWN COUNCIL – ESTATES COMMITTEE MEETING**  
**Minutes of the hybrid Meeting held on Thursday, 22<sup>nd</sup> June 2023 at 6pm**

**Present:** Cllr. G. Morgan (Chair), Cllr. Ms L. Heard, Cllr. Mrs J. L. Lockyer, Cllr. Mrs S. M. Penry, and Cllr. J. Warman (Kathryn Charles - Town Clerk, Sara Wharmby - Admin Assistant)

**Absent:** Cllr. P. James, Cllr. Mrs L. Jones

**E2023/67 To accept apologies for absence from Members**

Apologies for absence were received from Cllr. T. Cooze, Cllr. J. Miller, Cllr. M. Protheroe, Cllr. A. Sims, and Cllr. D. Thomas

**E2023/68 To receive any declarations of interest from Councillors in accordance with the Members Code of Conduct**

There were no declarations of interest received from Members.

**E2023/69 To welcome representatives to discuss any allotment issues from:-**

**a) Old Road Allotments**

**b) Fairyland Allotments**

The Chair welcomed the Representative of Fairyland Allotment, Mr H. Loaring and Ms C. Rowlands to the Meeting.

Mr Loaring thanked Councillors for the car park area which was already a great benefit.

*Cllr. Ms L. Heard entered the Meeting.*

Members were updated on an issue with the turning point at the Fairyland Allotment Site and asked for confirmation of a plot size, this would be confirmed to the plot holder.

*Cllr. Ms L. Heard disconnected from the Meeting.*

The Allotment Representative informed Members that there was an issue with the water taps, and 15 plots were using one tap. Members were asked if they could have another tap installed. Members discussed the issue and the Chair informed the Rep that they would discuss it, obtain costs and get back to them.

Ms Rowlands asked Councillors if there was a rule on the use of sprinklers as some allotmenters were leaving them on while they weren't on the site. The Chair stated this would be discussed as they had received correspondence regarding the issue.

The Town Clerk informed the allotmenters that an Allotment Competition would be taking place in July and a poster would be circulated once the date was confirmed.

*Mr Loaring & Ms Rowlands left the Meeting.*

Members discussed the plot that held pigeons.

**E2023/70 To receive an update from the Allotment Inspections**

The Town Clerk updated the Meeting on the Allotment Inspection that had taken place at the Fairyland Allotment site.

The Town Clerk asked Members to confirm whether to allow dispensation for two plot holders currently unable to attend the site due to illness. **RESOLVED:** It was proposed, seconded and agreed to allow dispensation, and to state that the plot would be covered with tarpaulin so they don't overgrow onto other plots.

Members were updated on an allotmenteer that had been sent non-cultivation letters and had now been asked to return the key.

Updates were given on various plots that were currently uncultivated.

The Town Clerk updated Members on the work on community shed roof replacement and stated they would obtain additional quotes for the work.

The Town Clerk updated the Meeting on uncultivated plots on the Old Road Allotment site.

- E2023/71 To receive an Allotments 'Growing in the Community' guidebook and review relevant contents**  
Town Clerk to go through guidebook and note relevant ideas.
- E2023/72 Members to confirm the arrangements of the 2023 Allotment Competition**  
The Town Clerk updated Members on who would be judging the competition and would be informed of the date once he had confirmed.
- E2023/73 To review the draft Biodiversity Act Report**  
The Town Clerk provided a draft updated Plan. **RESOLVED:** It was agreed to release the report.
- E2023/74 To receive an update on maintenance and care of:-**  
a) **Bus Shelters**  
b) **Roadside Seats**  
c) **Community Halls**  
Members were given an update on the community centres.
- E2023/75 To develop and review the Climate Emergency Database**  
The Town Clerk suggested the database be based on a 'traffic light' system. Members went through the database and discussed ways they could improve. Members discussed the Council going paperless for Council Meetings. The Town Clerk stated it could be discussed further in the Personnel & Policy Committee.
- The Town Clerk suggested that a water-butt could be bought for Neath Castle, and recycling bins for the Community Centres as an efficient and effective way to develop its database this year.
- E2023/76 To review and consider Planning Applications**  
There were no objections to the following planning application(s) which had been received:-  
  
P2023/0362 – R. Manser-Thomas – Nidum, 1 Gardners Lane, Neath, SA11 2AA  
P2023/0380 – A. Mogford – 57 Woodview, Cimla, Neath, SA11 3BX  
P2023/0417 – M. Evans – 56 Glannant Way, Cimla, Neath, SA11 3YN
- E2023/77 To receive items for the next Agenda from Members**  
There were no items received for the next Agenda.
- E2023/78 To receive an overview of Health & Safety matters**  
There was no update.
- E2023/79 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.
- E2023/80 To discuss and review any correspondence received relating to Estates**

<b>Allotments Correspondence received for action</b>		<b>Resolutions</b>
Emails from an Allotmentee regarding overhanging tree branches.	Do Council wish to consider removing branches?	NPTCBC be approached to remove overhang branches which overhang NTCs allotment site.

An email from an Allotmentee regarding the removal of a tree at the bottom boundary of their plot.	For consideration.	
An email from an Allotmentee regarding the use of sprinklers on plots.	for Members to consider a resolution.	Notification to be sent to all Allotmentees.

***Allotments Correspondence received for information***

An email from an Allotmentee regarding thefts of planks of wood and paving slabs.
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<b><i>Correspondence received for action</i></b>		<b><i>Resolutions</i></b>
An email from London Hearts regarding defibrillator grant funding.	For consideration.	Noted.
An email from Neath Polyphonic Choir regarding the piano at Cimla Community Centre and attaching a quote for stabilizing safety-castors and fitting.	For consideration.	Agreed Option 2.
A letter from NPTCBC regarding the Place Making Grant.	To be discussed.	Noted that highlighted property is no longer empty.

<b><i>Additional Allotments Correspondence received for action</i></b>		<b><i>Resolutions</i></b>
An email from an allotmentee regarding watering issues at the Fairyland Allotment site.	For consideration.	Noted. See above.
An email from an allotmentee regarding sprinklers at the Fairyland Allotment site.	For consideration.	Noted. See above.

***Additional General Correspondence received for action***

An email from Sioned Williams AM regarding the closure of Tymhorau/Seasons Café.	Do Members wish to comment any further than the Statement released?	An update was provided to all Members on feedback already provided. Members asked the Clerk to respond with the Statement already released.
A petition & the latest responses to the petition regarding the closure of Tymhorau/Seasons Café	For consideration.	Members asked the Clerk to respond with the Statement already released.
An email regarding the closure of Tymhorau/Seasons Café	For consideration.	Members asked the Clerk to respond with the Statement already released.
A letter from Andrew Jenkins regarding the closure of Tymhorau/Seasons Café	For consideration.	Members asked the Clerk to respond with the Statement already released.
An email from Infinity Document Solutions attaching a proposal for a new photocopier.	For consideration (CE status)	Agreed to proceed with recommendation.
An email from FAN regarding the Council's climate plan.	For consideration.	Noted. Members agreed that anybody can attend future meetings to obtain up to date information, should they wish.

E2023/81

**To receive the Clerk's Report on issues relating to Investment Properties or Commercial Contracts**

The Town Clerk read out an email from Nicola Pearce regarding NTCs request for help with the costs of NPTCBC's vehicle mitigation costs for the Christmas Light switch on which were escalating.  
**RESOLVED:** No assistance available, response formally noted.

A purchase proposal for a table and chairs from Seasons Café. **RESOLVED:** Rejected.

Members discussed, agreed and gave instructions on the future use of the café after 30th June.  
**RESOLVED:** Deep cleaning to take place from 3<sup>rd</sup> to 5<sup>th</sup> July and all stock cleared. Crockery to be moved to Town Hall. Disconnection of hot water urn and all other items within the serving area to be removed. Window stickers and external signs to be removed. StoreNet radio agreement to be terminated. PaymentSense agreement to be terminated.

E2023/82

**To fix a date for the next Meeting**

Thursday, 13<sup>th</sup> July 2023.

There being no further business, the meeting was closed.

Signed: J. Darman

Dated: 06/07/2023