

**NEATH TOWN COUNCIL – FULL COUNCIL MEETING**

**Minutes of the hybrid meeting on Thursday, 7<sup>th</sup> September 2023 at 6pm**

**Present:** Cllr. J. Warman (Mayor), Cllr. Ms L. Heard, 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. A. Sims, Cllr. D. Thomas (Kathryn Charles - Town Clerk, Jenna Reed – Finance Officer, Sara Wharmby - Admin Assistant, Lilly Kayes – Youth Representative, Carys Hope – Community Engagement Officer)

**Absent:** Cllr. K. Finn, Cllr. P. James, Cllr. Mrs L. Jones, Cllr. P. Sambrook

**FC2023/129 To receive apologies for absence**

Apologies for absence were received from Cllr. T. Cooze, Cllr. G. Morgan, Cllr. M. Protheroe

**FC2023/130 To receive any declarations of interest from Councillors in accordance with the Members Code of Conduct**

There were no declarations of interest received.

**FC2023/131 To provide an opportunity for any members of the public in attendance to address Councillor 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.

**FC2023/132 To welcome NPT Police for an update and to receive an update from the Police Partnership Manager regarding the Safer Streets Initiative**

There were no representatives from the Police in attendance.

**FC2023/133 To receive an update from NTCs Youth Representative**

The Chair welcomed Lilly Kayes to the Meeting. Lily stated that they were sharing Instagram account and increasing its awareness. She stated that during the summer months they had visited Age Connects and Youth Clubs and was working well with the Community Engagement Officer. Members congratulated Lilly on passing her driving test.

**FC2023/134 To receive an update from NTCs Community Engagement Officer**

The Chair welcomed Carys Hope to the Meeting. Carys updated Members on the Instagram account which was slowly growing to 80 followers and asked members to help her share this platform. Carys stated that they had met with the Police via Hannah Davies PCSO and a relationship was developing of sharing information and whether Carys and the Youth Rep could help approach the youth via a social media channel. The meeting with Neath CVS went well and ultimately, they were looking for help with funding, volunteers and publicity. This was discussed. Carys then went on to explain her link with Adam LAC and attendance at various events was ongoing. Carys stated that she was due to meet with Me, Myself & I and Age Connects very shortly. The Chair thanked Carys for the update.

*Carys Hope left the Meeting.*

**FC2023/135 To approve as a true and correct record the minutes and resolutions contained therein of the following Council Meetings:-**

**i. Full Council Meeting held on 1<sup>st</sup> September 2022**

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

**FC2023/136 To receive the General Clerk's Report**

Members had received the report prior to the Meeting.

*These minutes are draft and are subject to agreement and change at the next Full Council meeting*

The Town Clerk updated Councillors on the winners of the allotment competition and stated the results would be now be released to the Allotment Reps for circulation in the sites and posted on the social media pages.

CRG1 Quote was received. **RESOLVED:** It was proposed, seconded and agreed to replace the roof.

Members on Zoom informed the Meeting that there was an issue with the sound in Chambers.

A Member queried the IRP payments. Explanation provided.

CFG2 Quote was received. **RESOLVED:** It was proposed, seconded and agreed to replace the sign.

A Member stated that the Orchard Street building needed to be painted. **RESOLVED.** It was agreed the paint the building. This would be placed on the maintenance schedule.

Members were updated on additional tables that had been purchased and the chair covers that have been replaced.

The Town Clerk stated that NiteLite would attend the Estates Committee Meeting in October.

Members discussed the Prosecco Bar at the Food & Drink Festival. **RESOLVED:** It was proposed, seconded and agreed to go ahead with the bar. Members discussed the arrangements of its location to ensure the area was safe. Prices were confirmed and music acts highlighted which would hopefully support the whole event.

*Cllr. Ms M. P. Lloyd entered the Meeting.*

NPTCBC Partnership meeting was discussed as it was noted there was confusion over the day and time.

Members were reminded that the closing date for returning Grant Aid forms was 30<sup>th</sup> September.

The Meeting discussed the Newsletter and members were reminded to circulate the newsletter in their Wards as soon as possible.

**FC2023/137 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** None.
- f) **Payroll** Agreed.
- g) **Bank Statement Reconciliation** Agreed.

*Cllr. Ms M. P. Lloyd disconnected from the Meeting.*

**FC2023/138 To review and consider Planning Applications**

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

P2023/0473 – Mr S. Smith – 38 Beechwood Avenue, Neath, SA11 3TE

P2023/0503 – Mr K. Thomas – 88 Cimla Crescent, Cimla, Neath, SA11 3NP

P2023/0456 – S. Jones – 4 Station Square, Neath, SA11 1BY

P2023/0532 – Castell Construction Ltd – 9 Windsor Road, Neath, SA11 1LS

P2023/0529 – J. Jenkins – Brynau Farm, Tonna, Neath

P2023/0585 – Trends Development Ltd – Site of former Monastery, Land at Hillside, adjacent to Highbury Court, Neath, SA11 1TX

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P2023/0560 – Mr M. O’Mahoney – British Legion Club, Eastland Road, Neath, SA11 1LA  
 P2022/0739 – Mr D. Lukes – 9 Beechwood Avenue, Neath, SA11 3TD  
 P2023/0362 – B. F. Manser-Thomas – Nidum, 1 Gardeners Lane, Neath, SA11 2AA  
 P2023/0625 – Mr J. Arndell – Unit 10, Milland Road Ind. Est, Neath, SA11 1NJ

*Cllr. Mrs S. M. Penry left the Meeting.*

**FC2023/139 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 Mayor updated the Meeting on the Multicultural Recruitment Event he attended at the Gwyn Hall.

**FC2023/140 To receive an overview of Health & Safety matters**  
 The Town Clerk updated the Meeting on the Legionella reports that had been received and that NTC were due a H&S Review next week.

**FC2023/141 To receive items for the next Agenda from Members**  
 There were no items received for the next Agenda from Members.

*Sara Wharmby & Lilly Kayes left the Meeting.*

**FC2023/142 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.

**FC2023/143 To receive and review any Correspondence received**

<b>Correspondence received for action</b>		<b>Resolutions</b>
An email regarding sponsoring the air conditioning units that were used at Neath’s Real Ale & Cider Festival.	For Council to consider.	Agreed to sponsor.
An email from NPT Foot Clinic regarding hall hire costs.	Members to consider request.	Rejected as not a registered charity.
An email regarding holding a Christmas event in Neath Castle grounds in December.	For consideration.	Event Organisers to be invited to next Events Committee
An email regarding Safer Streets funding.	Do Council have any suggestions for the Safer Streets funding?	None/Timeline passed.
An email regarding the Council’s response to a previous email about Tymhorau/Seasons Café.	For consideration by members.	None required as this was done verbally.
An email from Versus Arthritis regarding World Arthritis Day and requesting buildings are lit blue.	For consideration.	Agreed once lights at Neath Castle were replaced after vandalism.
A membership form from NPTCVS.	Do Council wish to become a Member of NPTCVS?	Agreed.
An email requesting donations/support for a Christmas event at Cwrt Penrhiwtyn.	For consideration.	Members suggested a Grant Aid Application. Clerk to forward forms.
Emails from Cllr. T. Pearson regarding the Mynydd Fforch Dwm Windfarm, Tonmawr.	For discussion.	Noted.

An email from Cllr. Chris Williams regarding an email he had received about Neath Castle.	For consideration.	Members suggested linking with Neath Antiquarians regarding a joint event.
An email from Dan Young asking whether the Council have any unusable or removed bus stop shelters to use in their art project.	For consideration.	NTC do not store old bus shelters. Refer to NPTCBC.
A website enquiry from Mrs Danter of Future 4 Fairgrounds asking if Council would fly their flag in September.	Do Council wish to display this flag?	Agreed. Clerk to provide sizing for flagpoles.
An email from Ufuoma Omonigho of Alive and Kicking regarding their project of donating footballs to different associations and asking if NTC would like to become a Ball Library Hub.	For consideration.	NTC do not have storage facilities for balls and therefore need to reject offer.
An email from One Voice Wales regarding Community Green Spaces nominations.	For consideration.	Noted.
<b>Correspondence received for noting</b>		
An email from PRD attaching an invite to a Childcare, Play and Youth Services Workshop on 11 <sup>th</sup> September.		If Members wish to attend, please register directly.
An email from NPTCBC regarding the resignation of the School Crossing Patrol Officer at Dyfed Road.		For information. I have agreed to proceed with a replacement up to 31 <sup>st</sup> March until NTC confirms it will continue its SLA for 2024/2025.
An email from a Community Action Group regarding the Mynydd Fforch Dwm Windfarm, Tonmawr.		For information. I have responded with a 'no' to their query.
An email from One Voice Wales regarding an invitation to a Community Tourism Hack event.		Please register directly if you wish to attend.
<b>Correspondence received for information</b>		
The Afon Nedd Ministry Area Parish Magazine – August 2023.		
An email from NPTCBC regarding temporary replacement bus services for the 202 and 204 buses.		
The MAWW Fire & Rescue Service Magazine – Calon Tan July 2023 Edition.		
An email from Asbri Planning Ltd regarding the pre-application consultation for Gnoll Estate Country Park. (Circulated on 18 <sup>th</sup> July)		
A report from Cllr. John Miller from the One Voice Wales Area Committee Meeting.		
An email regarding Merchant Navy Day on 3 <sup>rd</sup> September.		
An email from Swansea Bay UHB attaching a copy of a statement regarding the Minor Injuries Unit at NPT Hospital.		
An email from NPTCBC Town Centre Manager regarding a Local Food Directory		
An email from NPTCVS regarding attaching a link to UK Shared Prosperity Fund Grant Schemes.		
An email from Carmarthen Fire Station regarding their open day on 1 <sup>st</sup> September.		
An email from Versus Arthritis regarding their information session Gadgets and Adaptations taking place on 27 <sup>th</sup> September.		
An email from One Voice Wales regarding the Forward Development Plan 2023-27 for Pontypridd Town Council. (Circulated in July)		
An email from One Voice Wales regarding the Nature Networks Map.		
An email from One Voice Wales attaching the Annual Report 2022/23.		

An email from One Voice Wales regarding the Community Ownership Fund.

<b>Additional Correspondence received for action</b>		<b>Resolutions</b>
An email from 4theRegion regarding the Green Economy Conference taking place on 22 <sup>nd</sup> November.	Do any Members wish to attend?	Register directly.
An email from NPTCVS regarding their Zoom consultation event for third sector organisations to have their say on the Draft NPT Housing and Homelessness Strategic Plan.	Do any Members wish to attend?	Register directly
An email from the Owain Glyndwr Society asking if NTC would fly the flag on 16 <sup>th</sup> September.	Do Members wish to participate?	Agreed.
An email from NPTCVS regarding the review of the Local Authority and Third Sector Compact, and an invitation to attend their online event on Friday, 8 <sup>th</sup> September.	If Members wish to attend, register as soon as possible.	Register directly.
An email from One Voice Wales regarding the Audit Wales consultation on Fee Scales 2024-25	Do Council wish to respond?	Engage directly if required.

**Additional Correspondence received for information**

The Afon Nedd Ministry Area Parish Magazine September 2023
An email from 4theregion regarding a Local Food Partnership in Neath Port Talbot.
An email from Age Cymru attaching a poster for the Age Alliance Wales Roadshow on 12 <sup>th</sup> September.
An email from NPTCVS attaching links to job vacancies.
An email from One Voice Wales regarding their Annual Conference and Annual General Meeting on 30 <sup>th</sup> September.

**FC2023/144 To receive the Clerk's Report on Investment Properties and Commercial Contracts**

**Investment Properties**

**1-4 New Street** - Two separate proposals were received for both Units 1 and 2 – Report CC1.

RESOLVED: After consideration, both were rejected due to the length of 'rent free' required and the nature of the business.

There were still outstanding invoices on this premises and therefore the new electricity contract proposed would be held back until the invoice position was cleared.

Issues with WW meter readings and confusion over meter numbers. Connection to the new units was due on Sunday, 10<sup>th</sup> before the September Fair arrived.

**4 Green Street** - Members were provided with a report on a new Lease – CC3 RESOLVED: Agreed with Rowland Jones & Partners and proceed with their recommendations.

**Rear of Burton Block** - As outlined in the report – CC4. RESOLVED: Members agreed with the recommendations from Rowland Jones & Partners to proceed with discussions.

**Neath Castle** - Members were provided with the quote for the replacement lights which were vandalised CC5. RESOLVED: If lights were multi coloured (more than 3) Clerk to proceed.

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**First Floor, Burton Block** - Members were provided with a report – CC6. Members stated that there were no additional funds to cover the proposed Hurley & Davies fees proposed. It was however noted that Members did wish to work through the report as soon as practically possible, budget allowing. RESOLVED: Clerk to obtain quotes for replacement/repair of windows and report back.

**Basement, Burton Block** - Members were provided with a report CC6. Members stated that there were no additional funds to consider the extension of the Lease into the back-boiler room. RESOLVED: Rejected

**Orchard Street** - Members were provided with a report in advance of the meeting. RESOLVED: After debate and discussion, Members agreed to proceed with moving forward the possibility of using one of the community halls for a specific community service. RESOLVED: Clerk to take forward.

**Commercial Contracts – Christmas 2023** - Members were provided with a report in advance of the meeting. The Clerk stated that decisions needed to be made in the meeting as the timeframe for submission of requested paperwork to NPTCBC was tight. Members discussed the costs at length and were disappointed at the level of funding required for road closures which would drastically reduce the amount of free entertainment for the event. This was debated for some time. RESOLVED: Members agreed that, despite their best efforts to provide the event, the Council could not justify nor meet NPTCBCs imposed financial requirements linked to non negotiable arrangements for H&S costs associated with street closures. RESOLVED: The Mayor stated that he would write to the Chief Executive of NPTCBC outlining their disappointment that they could not work together for the benefit of the community.

Members also stated that a letter should be submitted regarding the NPTCBC Officers behaviour and attitude towards the Town Clerk who acts on behalf of Members. RESOLVED: The Mayor would include this in the letter above.

**FC2023/145 To receive an overview of Staffing matters**

Members were provided with a report in advance of the meeting. Noted.

**FC2023/146 To fix a date for the next Meeting**

The Chair advised that the next meeting would be held on Thursday, 5<sup>th</sup> October 2023. An agenda would be circulated in due course.

There being no further business, the meeting was closed.

Signed: \_\_\_\_\_

Dated: \_\_\_\_\_