

NEATH TOWN COUNCIL – ESTATES COMMITTEE MEETING
Minutes of the hybrid Meeting held on Thursday, 8th February 2024 at 6pm

Present: Cllr. G. Morgan (Chair), Cllr. J. Miller (Vice Chair), Cllr. P. James, Cllr. Mrs. J. Lockyer, Cllr. A. Sims, Cllr. Ms L. Heard, Cllr. J. Warman (Kathryn Charles - Town Clerk)

Absent: Cllr. T. Cooze, Cllr. Mrs L. Jones,

For reference, the meeting had a delayed start at 6.10pm

E2024/12 To accept apologies for absence from Members

Apologies for absence were received from Cllr. M. Protheroe and Cllr. D. Thomas.

E2024/13 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.

E2024/14 To welcome representatives to discuss any allotment issues from:-

a) Old Road Allotments

b) Fairyland Allotments

There were no allotment representatives in attendance however the Town Clerk had contacted both for any issues to be addressed on their behalf.

The Town Clerk relayed the request for a skip at Old Road Allotments at the end of February.

RESOLVED: Agreed. No other issues were raised.

The Town Clerk explained the recent re-allocations of plots in Fairyland and stated that the site was now full with all plots occupied. A site visit would take place shortly at the start of the growing season to determine 'state' of each allotment. It was noted that there was one plot with outstanding rent due for the entire site. The arborist works were completed. The waiting lists for both sites were discussed. It was also noted that those on the Fairyland Allotment site waiting list had been contacted and they all required full plots.

A Member thanked the Town Clerk for the good management of both allotment sites.

E2024/15 To receive an update on maintenance and care of:-

a) Bus Shelters There were no updates.

b) Roadside Seats There were no updates.

c) Community Halls

Members were updated on the water ingress at Melin Community Centre. The Town Clerk stated that the maintenance officer had suggested that as the scaffolding was in place, that the other side of the apex leadwork be repaired. **RESOLVED:** Agreed, costs to be obtained.

Members were informed that all HIVE systems were now active.

E2024/16 To develop and review the Climate Emergency Database

Members were given an updated copy of the database prior to the Meeting. The Town Clerk stated that the photocopier was made out of recycled plastic, so it could be added to the database. Members were informed that costs were being reviewed for sanitary disposal units.

The Town Clerk stated that they had not yet determined whether all the properties were insulated.

RESOLVED: Town Clerk to look into this and report back.

Members stated that this database had made a significant difference in seeing the progress made to support climate change. The database was extremely easy to reference due to the 'traffic light' system being used. The Town Clerk was thanked for this 'easy to read' information.

E2024/17 To review and consider Planning Applications

There were no planning applications received.

E2024/18 To receive items for the next Agenda from Members

A Member asked to keep the debate of the upper floors of 1-4 New Street on the Agenda.

- E2024/19 To receive an overview of Health & Safety Matters**
The Town Clerk gave an update on the meeting with Croner regarding its 'BrightSafe' platform. A quote from them would be submitted for consideration. It was noted that the Town Council were still in contract up to October 2024 and meetings had been scheduled up to this date with the current provider.
- E2024/20 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.
- E2024/21 To discuss and review any correspondence received relating to Estates**

Additional Correspondence received	Action?	Resolutions
Email from an Allotmentee asking to install a shed and to seek permission to house chickens on their allotment	For consideration	Both agreed.
Email from a resident asking for funding for Lights in Cimla	For consideration	Members recalled the agreement of funding for any Christmas lights be directed into the town centre as its focal point. Therefore, this request was rejected. RESOLVED: A suggestion was made for the person/group to apply for Grant Aid funding to cover this suggestion. An additional suggestion was noted to try and support each community with providing a travelling 'grotto' in each Community Centre during the Christmas period was discussed. RESOLVED: To be considered by the Events Committee.
Email from Castell Group regarding the use of a community fund which linked to their current project	For consideration	The Town Clerk explained the background of this email and the meeting that had taken place with them and the Community Engagement Officer. Members were given information on future suggestions of how the fund could be used and a potential project at Neath Castle, was identified. RESOVLED: Agreed. To be progressed with the CADW recommended external consultant for ideas for the site. Members agreed to 'ringfence' funding for this project and also link with CADW and Heritage Lottery Funding and NPTCBC for additional match funding.

- E2024/22 To receive the Clerk's Report on issues relating to Investment Properties or Commercial Contracts**
a) **To discuss the 1st and 2nd Floors of 1-4 New Street**
Cllr. J. Miller gave an overview of his thoughts on what could be done on both floors. This was noted and agreed to be kept on future Agendas for discussion.
Cllr. J. Warman left the meeting 19.02

The Town Clerk provided updates on two properties a) Basement of Burton Block – tanking servicing was due and b) First Floor of Burton Block – a meeting to move progress on install of windows was arranged for next week.

Members were updated on damage on the outside of the 1-4 New Street property and were awaiting a site visit. The Town Clerk stated that they were chasing an electric meter for the communal area of the property.

E2024/23

To fix a date for the next Meeting

Thursday, 14th March 2024. An agenda would be circulated in due course.

There being no further business, the meeting was closed.

Signed: _____



Dated: _____

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