PRESENT: CHAIRMAN: CLLR. R. PRICE
COUNCILLORS: P. JAMES
MRS L. JONES
MRS J. L. LOCKYER
B. MACCATHAIL
MRS S. M. MARSTON
A. MCGRATH
G. MORGAN
A. MUSAIED
MRS S.M.PENRY
A. SIMS
J. WARMAN

ABSENT: COUNCILLORS: A. CARTER
G. L. EVANS
C. WEBBER

IN ATTENDANCE: KATHRYN CHARLES
BEN HUGHES
SARA WHARMBY

7043 TO RECEIVE APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr. J. Evans, Cllr. D. Flynn, Cllr. Mrs S. Miller and Cllr. M. Protheroe.

7044 TO RECEIVE DECLARATIONS OF INTEREST FROM MEMBERS

Declarations of interest were received from Cllr. A. McGrath in respect of item 9 on the Agenda and from Cllr. P. James in respect of an email received on item 7b on the Agenda.

7045 YOUTH INVOLVEMENT – QUESTION & ANSWER SESSION

The Chair welcomed Sophie George to the Meeting.

The Town Clerk informed the Meeting that Sophie would be involved with the Youth Comedy Festival and would be meeting with Cllr. Paul James to take forward ideas for the youth event.

Sophie suggested ideas for youth involvement with the WWI commemoration this year. Members were informed that anyone attending the commemoration
could make a paper poppy. A Member stated that a member of the public had suggested identifying specific homes in the Neath area where WW1 soldiers lived and proposed placing a commemorative poppy on each location and making a walking memorial map. **RESOLVED:** Members agreed in principle and wished to discuss it further with associated costs, at future meeting.

**7046 TO RECEIVE AN UPDATE FROM THE MAYORESS APPEAL CHARITY TREASURER ON THE YEAR END ACCOUNTS**

The Chair welcomed Caroline George and Aileen Buckingham to the Meeting. The Meeting was informed that Caroline would be taking over from Aileen as Treasurer for the Mayoress Appeal.

The Meeting was updated on the accounts. Members were informed the accounts would be circulated.

The Treasurer thanked the Council for creating tickets and posters for their Spring Tea event in April. Members were updated on future events for the Mayoress Appeal and the Easter Egg collection that was currently taking place.

The Chair thanked Mrs Buckingham for her many years of service as Treasurer for the Appeal.

The Chair thanked Sophie George, Caroline George and Aileen Buckingham for attending and they left the Meeting at 6.18pm.

**7047 TO RECEIVE AND UPDATE FROM SGT ROBERT BENDING OF NEIGHBOURHOOD POLICING TEAM**

The Meeting was informed that Sgt. Robert Bending was unable to attend and would attend the April Full Council meeting.

**7048 TO APPROVE AS A TRUE AND CORRECT RECORD**

A) **MINUTES OF THE FOLLOWING COUNCIL MEETINGS:**

i. **FULL COUNCIL MEETING HELD ON 1ST FEBRUARY 2018**

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

ii. **EVENTS SUB-COMMITTEE HELD ON 8TH FEBRUARY 2018**

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

iii. **ESTATES COMMITTEE MEETING HELD ON 8TH FEBRUARY 2018**
It was proposed, seconded and agreed unanimously to accept the minutes of the Estates Committee Meeting.

iv. FINANCE COMMITTEE MEETING HELD ON 15TH FEBRUARY 2018

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

v. PERSONNEL & POLICY COMMITTEE MEETING HELD ON 22ND FEBRUARY 2018

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

B) RESOLUTIONS RECOMMENDED BY COMMITTEES AS SET OUT IN THE MINUTES

All Resolutions agreed.

7049 TO RECEIVE THE CLERK’S REPORT

A. GENERAL MATTERS

Members were provided with the agreed Welsh Language Policy and Social Media Policies.

The Meeting was informed that training for the new website had taken place and the new site would ‘go live’ early next week.

Members were informed the Tenders for the lift in Orchard Street would be opened tomorrow and any Councillors could attend, should they wish.

Members were updated on the progress of the bus shelter at Pine Grove.

The Meeting was updated on the final installation of the CCTV upgrade.

The Town Clerk stated that Neath BID had discussed placing Bunting around the town to support the series of events which were taking place during the summer months. Members were given a quote received and the amount that Neath BID would be willing to contribute. Members discussed their options. RESOLVED: Members agreed to solely fund the project in principle and would discuss it further once they had received samples of the Bunting. If the bunting was of sufficient standard, the project would go ahead. Bunting Samples would be provided to the Events Committee meeting on 8th March 2018.
A Member asked the Town Clerk to look into the Victim Support Fund to assist with funding of the upgrade of the CCTV cameras.

The Meeting discussed the ongoing issue of parking at Cimla Community Centre. A Member stated that they had spoken with the Maintenance staff who had suggested an automatic barrier. **RESOLVED:** To be discussed at the Estates Committee Meeting.

**B. CORRESPONDENCE**

<table>
<thead>
<tr>
<th>Correspondence Received</th>
<th>Actions</th>
<th>Resolutions</th>
</tr>
</thead>
<tbody>
<tr>
<td>An email from One Voice Wales regarding a consultation on a revised Code of Audit Practice.</td>
<td>Do Councillors wish to respond to the Consultation?</td>
<td>-</td>
</tr>
<tr>
<td>An email from One Voice Wales regarding the Natural Resources Wales – Area Statement Survey.</td>
<td>Clerk has responded on behalf of Council. The priority would be that NTC is engaged in future debates regarding health and wellbeing initiatives linked with National Resource Wales.</td>
<td>-</td>
</tr>
<tr>
<td>An email from MAWW Fire Service attaching a link to the Calon Tan Edition 3 – Winder 2018.</td>
<td>For information.</td>
<td>-</td>
</tr>
<tr>
<td>An email from One Voice Wales regarding the Innovative Practice Annual Awards Ceremony 2018.</td>
<td>Do Members wish to attend?</td>
<td>-</td>
</tr>
<tr>
<td>An email from One Voice Wales attaching March Training Sessions.</td>
<td>Do any Councillors wish to attend?</td>
<td>-</td>
</tr>
<tr>
<td>An email from Welsh Government attaching a newsletter regarding the Review of Community and Town Councils.</td>
<td>For information and noting of date.</td>
<td>-</td>
</tr>
<tr>
<td>An email from One Voice Wales regarding an Engagement Event Invitation from the Review Panel.</td>
<td>For information.</td>
<td>-</td>
</tr>
<tr>
<td>An email from One Voice Wales regarding the Women’s Suffrage Centenary Grant Scheme.</td>
<td>For information.</td>
<td>-</td>
</tr>
<tr>
<td>The Decision Notification from NPTCBC regarding the proposal to establish specialist provision for primary age pupils with social emotional and behavioural difficulties.</td>
<td>For information.</td>
<td>-</td>
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<tr>
<td>An email from NPTCBC attaching Local Service Revisions.</td>
<td>For information.</td>
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</tr>
<tr>
<td>Additional Correspondence Received</td>
<td>Actions</td>
<td>Resolutions</td>
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<tr>
<td>An email from One Voice Wales attaching the February 2018 One Voice Wales Bulletin.</td>
<td>For information.</td>
<td>-</td>
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<tr>
<td>An email from One Voice Wales attaching a link to the Consultation on the draft Autism (Wales) Bill.</td>
<td>For information.</td>
<td>-</td>
</tr>
<tr>
<td>An email from One Voice Wales attaching the Consultation on the draft Autism (Wales) Bill.</td>
<td>For information.</td>
<td>-</td>
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</table>

### Additional Correspondence Received

<table>
<thead>
<tr>
<th>Actions</th>
<th>Resolutions</th>
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<tbody>
<tr>
<td>Mayor to attend.</td>
<td>-</td>
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<tr>
<td>Mayor to attend.</td>
<td>-</td>
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<td>Mayor to attend.</td>
<td>-</td>
</tr>
<tr>
<td>Mayor to attend.</td>
<td>-</td>
</tr>
<tr>
<td>For information.</td>
<td>-</td>
</tr>
<tr>
<td>Do Councillors wish to advertise in the programme?</td>
<td>It was proposed, seconded and agreed to place a full page advert in the programme.</td>
</tr>
<tr>
<td>For information.</td>
<td>-</td>
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<tr>
<td>For information.</td>
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<td>For information.</td>
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<td>For information.</td>
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<td>For information.</td>
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</tbody>
</table>
At 7.07pm Cllr. G. Morgan gave his apologies and left the Meeting.

Cllr. P. James returned to the Meeting at 7.07pm.

7050 TO REVIEW INCOME & EXPENDITURE MOVEMENT FOR THE MONTH

a. **BILLS AWAITING PAYMENT**

   Agreed..

b. **BACS PAYMENT SCHEDULE**

   Agreed.

c. **INTER BANK TRANSFERS (OVER 10K)**

<table>
<thead>
<tr>
<th>Description</th>
<th>Action</th>
</tr>
</thead>
<tbody>
<tr>
<td>to the kitchen at Melyn Community Centre.</td>
<td></td>
</tr>
<tr>
<td>An email from One Voice Wales regarding the NPTCBC notification of Consultation on Draft Supplementary Planning Guidance.</td>
<td>Do Councillors wish to respond? -</td>
</tr>
<tr>
<td>An email from Arwel Roberts offering their osteopathic services.</td>
<td>For information. -</td>
</tr>
<tr>
<td>An email from Bruno Peek regarding Fly a Flag for the Commonwealth on 12th March and attaching the press release and running order.</td>
<td>For information. -</td>
</tr>
<tr>
<td>The Rectorial Benefice of Neath Parish Magazine – February 2018.</td>
<td>For information. -</td>
</tr>
<tr>
<td>An email from Cllr. Paul James regarding the Neath Comedy Festival and asking if Neath Town Council could support the event.</td>
<td>Do Councillors wish to support the event? Cllr. P. James declared an interest and left the Meeting at 6.59pm. After discussion it was proposed, seconded and agreed to allow the use of the hall for free. Members discussed donating money to the event. <strong>RESOLVED:</strong> Figures to be obtained from Cllr. James and to be discussed at the next Finance Meeting.</td>
</tr>
</tbody>
</table>

At 7.07pm Cllr. G. Morgan gave his apologies and left the Meeting.

Cllr. P. James returned to the Meeting at 7.07pm.
None.

d. PETTY CASH

The Finance Officer requested authorisation for £300 withdrawal for petty cash. Agreed

e. NEW SUPPLIER BACS AUTHORISATION

None.
7051 TO CONSIDER PLANNING APPLICATIONS

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

P2018/0104
P2018/0055
P2018/0158
P2018/0162
<table>
<thead>
<tr>
<th>Meeting: Full Council March</th>
<th>Planning Schedule</th>
<th>Date sent: 16.02.18</th>
</tr>
</thead>
<tbody>
<tr>
<td>No. of Application</td>
<td>Applicant</td>
<td>Proposal</td>
</tr>
<tr>
<td>P2018/0104</td>
<td>Mrs Alex Edwards</td>
<td>Change of use from shop (Class A1) to café (Class A3)</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Meeting: Full Council March</th>
<th>Planning Schedule</th>
<th>Date sent: 23.02.18</th>
</tr>
</thead>
<tbody>
<tr>
<td>No. of Application</td>
<td>Applicant</td>
<td>Proposal</td>
</tr>
<tr>
<td>P2018/0055</td>
<td>Mrs Wendy Bromham-Davies</td>
<td>Single storey rear extension plus replacement of flat roof to mono pitched roof on existing rear extension.</td>
</tr>
<tr>
<td>P2018/0158</td>
<td>Mr Rod Keeble, Tai Tarian</td>
<td>Illumination to existing sign.</td>
</tr>
<tr>
<td>P2018/0162</td>
<td>Mrs Pauline Collier</td>
<td>First floor rear extension.</td>
</tr>
</tbody>
</table>
7052 TO DISCUSS AND AGREE THE SOCIAL MEDIA CONTENT FOR NEATH TOWN COUNCIL

Members were content with the current programme.

7053 TO DISCUSS COUNCILLOR ISSUES AND RECEIVE REPORTS ON MEETINGS ATTENDED ON BEHALF OF THE COUNCIL

A Member updated the Meeting on a recent Neath BID meeting. Members were informed Neath BID had agreed to support a summer concert which would include a three stage location programme through the Town. Neath BID were asking if Neath Town Council wished to contribute towards the Concert. Costs were given to Members. Members discussed their concerns regarding the planning and effect the event would have in the town and the impact on other festivals where were taking place. RESOLVED: Members agreed that a written request would be needed before a decision could be made.

A Member updated the Meeting on the NPTCBC Full Council meeting where they had discussed improving their Communications Strategy.

7054 TO RECEIVE ITEMS FOR THE NEXT AGENDA

The Town Clerk informed the Meeting that Sgt Rob Bending and Dementia Friendly would be attending a future Meeting.

Members were asked what date they would like to hold the Annual Meeting of Council in May. RESOLVED: The Meeting agreed it should be held on Thursday, 3rd May 2018.

7055 CONFIDENTIAL MATTERS – TO CONSIDER PASSING A RESOLUTION UNDER THE PROVISIONS OF THE PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 TO TEMPORARILY EXCLUDE THE PUBLIC IN VIEW OF THE NATURE OF THE BUSINESS TO BE TRANSACTED

The resolution was duly passed.

7056 TO DISCUSS INVESTMENT PROPERTY LEASING ISSUES AND COMMERCIAL CONTRACTS

Members were updated on the issue with the electric at the property under Neath Town Hall. RESOLVED: Definition was being obtained from the Council’s electrical contractors for clarity. Ongoing

The Meeting was updated on the works taking place at the Pool Hall. These would be completed by the end of March.

A Member queried whether any information had been received from the people interested in leasing the First Floor of the Burton Block. The Town
Clerk stated that nothing had been received yet. A Member asked that if nothing is received by the end of the month it would need to be discussed. **RESOLVED**: This would be passed to Estates Committee.

7057 TO DISCUSS ANY STAFFING ISSUES

The Town Clerk stated that staff appraisals and statutory and mandatory training for all staff was in progress.

7058 TO DISCUSS ANY HEALTH & SAFETY ISSUES

Members were informed that the Fire Risk Assessments audit was taking place this month.

7059 TO FIX A DATE AND AGREE AN AGENDA FOR THE NEXT MEETING

The Chair advised that the next meeting would be held on Thursday, 5th April 2018. An agenda would be circulated in due course.

There being no further business, the meeting was closed.