MINUTES OF
THE FINANCE AND MANAGEMENT COMMITTEE MEETING
HELD AT 10/12 ORCHARD STREET, NEATH
ON THURSDAY, 15TH MARCH 2018
AT 6.00 PM

PRESENT:	**CHAIRMAN:**	**CLLR M. PROTHEROE**
	COUNCILLORS:	**A. CARTER** **B. MACCATHAIL** **A. MCGRATH** **MRS S. MILLER** **A. MUSAIED** **MRS S. M. PENRY** **R. PRICE** **J. WARMAN** **C. WEBBER**
IN ATTENDANCE:		**KATHRYN CHARLES** **BEN HUGHES** **SARA WHARMBY**

1520 TO RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr. Mrs J. L. Lockyer.

1521 TO RECEIVE DECLARATIONS OF INTEREST FROM MEMBERS

Declarations of interest were received from Cllr. A. McGrath in respect of item 5 on the Agenda.

1522 TO REVIEW INCOME & EXPENDITURE MOVEMENT FOR THE MONTH

a. BILLS AWAITING PAYMENT

Agreed.

The Finance Officer informed the Meeting that quotes for a new photocopier contract and phone contract would be going to the next Full Council Meeting.

b. BACS PAYMENT SCHEDULE

Agreed.

c. GENERAL ACCOUNT/PETTY CASH PAYMENTS/RECEIPTS

Agreed.

d. INTER BANK TRANSFERS (OVER 20K)

None.

e. AUTHORISATION OF WITHDRAWAL FROM PETTY CASH

No request for petty cash.

Cllr. J. Warman entered the Meeting at 6.15pm.

f. NEW SUPPLIER BACS AUTHORISATION

Agreed.

g. NEW DIRECT DEBIT MANDATES

None.

h. PAYROLL

Agreed.

i. BANK STATEMENT RECONCILIATION

None.

1523 TO REVIEW CORRESPONDENCE

There was no correspondence received.

1524 PLANNING APPLICATIONS

There were no objections to the following Planning Application(s):-

P2018/0114

P2018/0143

Meeting: Finance March	Planning Schedule				Date sent: 09.03.18
No. of Application	**Applicant**	**Proposal**	**Location**	**Planning Officer**	**Recommendation**
P2018/0114	Mr Terence & Mrs Julie Tucker	Retention and completion of raised patio area to rear garden including boundary fence.	4 Upland Road, Neath, SA11 1AZ	Margaret Begley	No objections
P2018/0143	Mr David Pickering	Details pursuant to the discharge of Condition 3 (notification and evidence demonstrating that coal mining remedial works have been completed to the satisfaction of The Coal Authority, 4 (Gas monitoring) and 5 (retaining structures / walls details) of Planning Permission P2017/0839 (Two no. detached two storey dwellings) granted on 15/12/2017.	Land adjacent to Cook Rees Avenue	Rhodri Griffiths	No objections

1525 TO RECEIVE ITEMS FOR THE NEXT AGENDA

A Member asked that the Burton Block be put on the next Agenda.

1526 CONFIDENTIAL MATTERS – TO CONSIDER PASSING A RESOLUTION UNDER THE PROVISIONS OF THE PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960 TO TEMPORARY EXCLUDE THE PUBLIC IN VIEW OF THE NATURE OF THE BUSINESS TO BE TRANSACTED.

The resolution was duly passed.

1527 TO DISCUSS INVESTMENT PROPERTY LEASING ISSUES AND COMMERICAL CONTRACTS

The Town Clerk informed the Meeting that the company that had been interested in leasing the first floor of the Burton Block were no longer interested.

Members were updated on the progress of the work taking place at the Basement property.

Members were given quotes for replacement fire doors at Melyn Community Centre and Cimla Community Centre. **RESOLVED:** After discussion it was proposed, seconded and agreed to go with the quote received.

The Meeting discussed the proposed barrier at Cimla Community Centre. **RESOLVED:** To be discussed at the next Estates Meeting.

The Chair asked if a site visit could be arranged for Councillors to see the work completed at the basement property.

The Finance Officer informed the Meeting that a donation had not yet been sent to CARIAD for their support at the Christmas Light's Switch On event. The Meeting discussed how much to donate. **RESOLVED:** After discussion it was proposed, seconded and agreed to donate £500. The Town Clerk asked Members if they wish to undertake defibrillator training.

1528 TO DISCUSS ANY STAFFING ISSUES

The Meeting was informed that statutory and mandatory staff training was in progress.

The Town Clerk stated that staff appraisals were ongoing.

1529 TO DISCUSS HEALTH & SAFETY ISSUES

Members were informed that fire risk assessments were taking place.

A Member asked if there was any progress on the lift at Orchard Street. The Town Clerk stated that it would be discussed at the next Estates Meeting.

1530 TO FIX A DATE AND AGREE AGENDA FOR THE NEXT MEETING

The Chair advised that the next meeting will be held on Thursday, 19th April 2018. An agenda would be circulated in due course.

There being no further business, the meeting was closed.