

**MINUTES OF
THE FINANCE AND MANAGEMENT COMMITTEE MEETING
HELD AT 10/12 ORCHARD STREET, NEATH
ON THURSDAY, 17TH JANUARY 2019
AT 6.00 PM**

PRESENT: CHAIRMAN: CLLR. A. MUSAIED

**COUNCILLORS: A. CARTER
MRS J. L. LOCKYER
B. MACCATHAIL
A. MCGRATH
MRS S. MILLER
MRS S. M. PENRY
M. PROTHEROE
J. WARMAN**

**IN ATTENDANCE: KATHRYN CHARLES
BEN HUGHES
SARA WHARMBY**

1625 TO RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr. R. Price.

1626 TO RECEIVE DECLARATIONS OF INTEREST FROM MEMBERS

Declarations of interest were received from Cllr. A. McGrath in respect of Item 7 on the Agenda.

1627 TO RECEIVE, MONITOR AND REVIEW THE QUARTERLY BUDGET

The Finance Officer read through the report that Members had received prior to the Meeting and Members discussed its contents. **RESOLVED:** The Finance Officer made Members aware that Hall Hire income was under budget. After discussion it was proposed, seconded and agreed to review the costs for hiring community centres at the next Estates and Finance Committee Meetings.

1628 TO DISCUSS THE ELECTRICITY AND GAS CONTRACTS FOR ALL HALLS

Members had received the report prior to the Meeting and discussed their options. **RESOLVED:** It was agreed for the Finance Officer to negotiate a 2 year and 3 year period and to bring the costs to the next Finance Committee. Members agreed that the end date for all contracts should be 31st March.

1629 TO REVIEW INCOME & EXPENDITURE MOVEMENT FOR THE MONTH

a. BILLS AWAITING PAYMENT

Agreed.

b. BACS PAYMENT SCHEDULE

Agreed.

c. REVIEW BARCLAYS GENERAL ACCOUNT PAYMENTS AND RECEIPTS

Agreed.

d. INTER BANK TRANSFERS (OVER 10K)

None.

e. PETTY CASH

Agreed.

f. NEW SUPPLIER BACS AUTHORISATION

None.

g. NEW DIRECT DEBIT MANDATES

None.

h. PAYROLL

Agreed.

i. BANK STATEMENT RECONCILIATION

To be signed at next Meeting as the bank statement had not been received at Meeting date.

1630 TO REVIEW CORRESPONDENCE

Members were informed that a letter had been received regarding a public liability claim against Neath Town Council, however the accident had taken place out of the area.

1631 PLANNING APPLICATIONS

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

P2018/0921

P2019/0019

Meeting: Finance January 2019	Planning Schedule				Date sent: 11.01.19
No. of Application	Applicant	Proposal	Location	Planning Officer	Recommendation
P2018/0921	Mr Clive Hopkins, Castle Hotel	Retention and completion of the works for the change of use of ground floor to restaurant/bar (Use Class A3) and first and second floors to provide 6 additional bedrooms (As additional facilities/accommodation for Castle Hotel), plus single storey rear extension, first floor rear glazed link extension, outdoor seating area and paving (including emergency access to rear), external alterations to front and rear elevations. (PLEASE NOTE AMENDED DESCRIPTION)	11 The Parade, Neath, SA11 1RB	Karen Collins	No objections
P2019/0019	Mr Nathan Hillman	Single storey rear extension.	62 Chestnut Road, Cimla, Neath, SA11 3NU	Karen Collins	No objections

1632 TO RECEIVE ITEMS FOR THE NEXT AGENDA

Members were informed that they would be discussing Reserves at the next Finance Committee Meeting.

1633 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.

1634 TO DISCUSS ANY LEASING ISSUES

Members were updated on properties leases and rent.

The Town Clerk updated the Meeting on empty properties and stated that interest had been received in both sites. Formal proposals were being requested.

Members were informed that no response had been received regarding the issue with the land at the rear of the Burton Block.

1635 TO DISCUSS ANY STAFFING ISSUES

Members were informed that a member of staff was currently off work with a broken ankle.

1636 TO DISCUSS ANY HEALTH & SAFETY ISSUES

Members were informed that a Fire inspection would be taking place at Orchard Street.

The Town Clerk stated that the Orchard Street lift had been inspected by Zurich.

1637 TO FIX A DATE AND AGREE AGENDA FOR THE NEXT MEETING

The Chair advised that the next meeting will be held on Thursday, 21st February 2019. An agenda would be circulated in due course.

There being no further business, the meeting was closed.