

**MINUTES OF THE FULL COUNCIL MEETING
HELD AT 10/12 ORCHARD STREET, NEATH
ON THURSDAY, 7TH FEBRUARY 2019
AT 6PM**

PRESENT: CHAIRMAN: CLLR. M. PROTHEROE

**COUNCILLORS: A. CARTER
G. L. EVANS
MRS L. JONES
MRS J. L. LOCKYER
A. MCGRATH
G. MORGAN
A. MUSAIED
MRS S.M.PENRY
A. SIMS
J. WARMAN**

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

6754 TO RECEIVE APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr. J. Evans, Cllr. D. Flynn, Cllr. P. James, Cllr. Mrs L. Jones, Cllr. B. MacCathail, Cllr. Mrs S. M. Marston, Cllr. Mrs S. Miller and Cllr. R. Price.

6755 TO RECEIVE DECLARATIONS OF INTEREST FROM MEMBERS

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

6756 TO REVIEW AND DISCUSS THE WLGA SOCIAL MEDIA GUIDANCE FOR COUNCILLORS

RESOLVED: It was proposed, seconded and agreed to invite Craig Griffiths from NPTCBC to attend a future Meeting.

6757 TO APPROVE AS A TRUE AND CORRECT RECORD

A) MINUTES OF THE FOLLOWING COUNCIL MEETINGS:

i. FULL COUNCIL MEETING HELD ON 10TH JANUARY 2019

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

p. 40 – A Member queried whether the boxing ring had been purchased. The Town Clerk stated that an invoice had been received from the Boxing

Club for £2750, not the agreed amount of £2500. Members were informed that the NTC supplier had been contacted for a cost of the crest which would be an additional cost to the boxing ring. **RESOLVED:** After discussion it was proposed, seconded and agreed to pay £2750 for the boxing ring. The Chair stated that NTC would own the boxing ring and this would need to be highlighted to the Boxing Club.

ii. ESTATES COMMITTEE MEETING HELD ON 10TH JANUARY 2019

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

p. 46 – 1665 – A Member asked if any more information had been received regarding the proposed bus shelter at Pine Grove being turned down. The Meeting discussed their options. **RESOLVED:** After discussion it was proposed, seconded and agreed for the ward Councillors, Chair and Vice Chair of Estates, Leader, Deputy Leader, Town Mayor, Town Clerk and Maintenance Staff to attend a site visit to see if there could be an alternative site for the bus shelter.

iii. FINANCE COMMITTEE MEETING HELD ON 17TH JANUARY 2019

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

iv. EVENTS SUB-COMMITTEE HELD ON 17TH JANUARY 2019

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

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

All Resolutions agreed.

A Member asked that all Members be given all information when agreeing resolutions from Committee that they do not sit on.

6758 TO RECEIVE THE CLERK'S REPORT

A. GENERAL MATTERS

Members were informed that the fire doors at Melyn Community Centre had been fitted.

Members were informed that the container at Cimla Community Centre had been useful for storage. Costs were given to lease and to buy the container. **RESOLVED:** After discussion it was proposed, seconded and agreed to purchase the container.

Members were informed that the lift at Orchard Street was currently not working.

Members were updated on a GDPR Audit had recently taken place. The Town Clerk stated that they were looking into providing a 'Members Area' on the website which would allow Councillors to log in and access any Meeting papers. A Member queried whether Councillors should have tablets to have access to their papers during the Meetings. **RESOLVED:** Costs to be obtained and provided to Finance Committee for approval.

B. CORRESPONDENCE

<i>Correspondence Received</i>	<i>Actions</i>	<i>Resolutions</i>
An email from NPTCBC regarding the review of Polling Districts and Polling Stations 2019.	Do Council wish to respond?	Members discussed mobile polling stations. RESOLVED: Town Clerk to respond asking for mobile stations in Cimla, Fairyland and Pencaerau.
An email from NPTCBC regarding the High Sheriff Awards 2019.	Do Councillors wish to nominate?	-
An email from Paul Apreda requesting the use of the Mayors Room at Neath Town Hall for no charge in return for the publicity materials featuring the Council logo and acknowledgment of the help.	Do Council wish to support and give a discount to fund the programme via this booking?	Members asked that they apply for Grant Aid.
An email from a Flying Start Health Visitor regarding their free event 'Teddy Bears Picnic' and asking for free hire of a community centre.	Do Council wish to support this event?	Members asked that they apply for Grant Aid.

Mayoral Invitations

A letter from Neath Little Theatre with details of upcoming events.

<i>Additional Correspondence Received</i>	<i>Actions</i>	<i>Resolutions</i>
A letter from Swansea Bay Age Cymru asking for support and explaining what services they provide.	To be discussed.	Town Clerk to offer NTC Café.
The Rectorial Benefice of Neath Parish Magazine for February 2019.	For information.	-
An email from a hall hirer explaining why they will no longer	For information.	-

hire a Community Centre.		
An email from One Voice Wales regarding Egni Co-op.	For information.	-
An email from Llangollen International Musical Eisteddfod requesting support for the 2019 event.	Do Council wish to provide a donation?	-

6759 TO REVIEW INCOME & EXPENDITURE MOVEMENT FOR THE MONTH

a. BILLS AWAITING PAYMENT

Agreed.

b. BACS PAYMENT SCHEDULE

Agreed.

c. INTER BANK TRANSFERS (OVER 10K)

None.

d. PETTY CASH

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

e. NEW SUPPLIER BACS AUTHORISATION

None.

f. AUTHORISATION OF ANY PAYMENTS OUTSIDE OF COMMITTEE MEETING

None.

6760 TO CONSIDER PLANNING APPLICATIONS

There were no planning applications to discuss.

6761 TO DISCUSS THE SOCIAL MEDIA CONTENT FOR NEATH TOWN COUNCIL

Councillors viewed the advertising videos for Christmas and events in the town. Members were informed that the Poppy Trail video would be shown at the next Meeting. A Member asked for future promotional videos to include Welsh.

6762 TO DISCUSS COUNCILLOR ISSUES AND RECEIVE REPORTS ON MEETINGS ATTENDED ON BEHALF OF THE COUNCIL

Cllr. A. Carter updated the Meeting on a One Voice Wales Conference he attended.

The Town Clerk informed the Meeting that Cllr. C. Webber had resigned as a Neath Town Councillor and an election had been called. Members were informed that the election would take place on 4th April. A Member stated that Cllr. Webber was a Governor at Gnoll Primary School through Neath Town Council. **RESOLVED:** It was proposed, seconded and agreed that Cllr. Mrs J. L. Lockyer would be the Governor for Gnoll Primary School.

The Meeting discussed forwarding congratulatory letters to local schools who had green in their inspections. **RESOLVED:** A proposal was put forwarded to send letters congratulating the schools. After discussion it was proposed seconded and agreed not to send letters by a vote of 2 for the proposal, 7 against and 1 abstention.

Cllr. A. Sims updated the Meeting on the Neath BID AGM that he had attended.

The Chair stated that there was an underspend in the Mayoral Budget and asked that the money be put towards placing a defibrillator on Neath Town Hall wall. **RESOLVED:** It was proposed, seconded and agreed to use the money to place a defibrillator on the Town Hall or a nearby location should CADW not agree to its location.

The Town Clerk informed the Meeting that the Mayor, Leader and Deputy Leader had met with Commercial Christmas regarding issues that had arisen with the installation of the Christmas lights during November and December 2018. Members were informed that the contractor had offered a price reduction for the remainder of the contract for 2019 and 2020 plus a new LED 'Welcome to Neath' sign.

The Town Clerk explained that a 25% balance was outstanding and asked for Council's agreement on whether they wished this to be released due to the concerns and issues raised by Council.

The Town Clerk and RFO outlined the numerous failings which they faced in relation to the 2018 installation and Members were provided with a full list of the issues. There was agreement that a breakdown in communication had occurred during 2018 installation and the reassurance of a repeat occurrence would be required. Council agreed that these issues had now triggered a trust issue with the contractor on whether they can deliver and honour the contract in future years installations.

The Town Clerk and RFO provided all available options to Members for debate; the potential to change of contract, non payment of the balance, partial payment of the balance or full payment after an explanation and revised contract offer from the contractor had been received. Issues and concerns that the Town Clerk and RFO had in relation to the future of the contract were also discussed. Once all the options were provided by the Town Clerk and RFO Members debated this decision at length. **RESOLVED:** After discussion it was proposed, seconded and agreed to pay the full 25% by a vote of 8 for, 1 against and 1 abstention.

6763 TO RECEIVE ITEMS FOR THE NEXT AGENDA

The Town Clerk informed the Meeting NPTCVS would be attending the March Full Council Meeting and Craig Griffiths would be asked to attend the Full Council Meeting in April.

6764 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.

6765 TO DISCUSS INVESTMENT PROPERTY LEASING ISSUES AND COMMERCIAL CONTRACTS

A) TO REVIEW AND AGREE THE CONTRACTOR FOR THE SUPPLY OF HANGING BASKETS FOR 2019

Members had received the report prior to the Meeting.

The Meeting discussed both contracts. The Town Clerk informed the Meeting that 'Contractor A' would charge an additional amount for watering this year if there was a repeat in the hot summer of last year. A proposal was put forward to use 'Contractor B' who would not. This was rejected by a vote of 3 for the proposal, 5 against and 2 abstentions. **RESOLVED:** A proposal was put forward to use Contractor A. This was agreed by a vote of 7 for the proposal, 2 against and 1 abstention.

The Town Clerk asked Members to confirm if they wished to proceed with the bunting as provided last year plus the additional locations for bunting. A

suggested installation date was provided. **RESOLVED:** After discussion it was proposed, seconded and agreed to proceed with the bunting, additional bunting and to install it at the end of March.

B) TO REVIEW ROLLER SHUTTER REPLACEMENT COSTS FOR CIMLA COMMUNITY CENTRE AND AGREE CONTRACTOR

Members had received the report prior to the Meeting.

RESOLVED: After discussion it was proposed, seconded and agreed to use John Glen Garage Doors to provide the roller shutter door.

C) TO RECEIVE, DISCUSS AND AGREE A PROPOSAL REGARDING FIRST FLOOR, BURTON BLOCK

Members had received the proposal prior to the Meeting. **RESOLVED:** After discussion it was proposed, seconded and agreed to offer a 12 month rent free period and to consider a rent reduction after the 12 months. 1 Member abstained from the vote.

The Town Clerk informed the Meeting that interest had been received regarding leasing the empty property on New Street. **RESOLVED:** It was proposed, seconded and agreed to look at the proposal once it's received.

The Town Clerk updated the Meeting on the rent that could be received from the property above Corals should Council proceed with its lease.

Members were updated on properties with new leases.

Members were given revised costs for work at the rear of Neath Castle. **RESOLVED:** It was proposed, seconded and agreed to go ahead with the work.

6766 TO DISCUSS ANY STAFFING ISSUES

A) TO DISCUSS AND AGREE WHETHER THE TOWN COUNCIL WISH TO CONTINUE TO FUND THREE SCHOOL CROSSING PATROL OFFICERS FOR 2019/20

RESOLVED: It was proposed, seconded and agreed to continue funding the School Crossing Patrol Officers.

6767 TO DISCUSS ANY HEALTH & SAFETY ISSUES

The Town Clerk informed the Meeting that there would be a Fire Service inspection at Orchard Street.

6768 TO FIX A DATE AND AGREE AN AGENDA FOR THE NEXT MEETING

The Chair advised that the next meeting would be held on Thursday, 7th March 2019. An agenda would be circulated in due course.

There being no further business, the meeting was closed.