

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

PRESENT: CHAIRMAN: CLLR. M. PROTHEROE

COUNCILLORS:
A. CARTER
G. L. EVANS
MRS L. JONES
MRS J. L. LOCKYER
B. MACCATHAIL
MRS S. M. MARSTON
A. MCGRATH
MRS. S. MILLER
G. MORGAN
A. MUSAIED
MRS S. M. PENRY
R. PRICE
A. SIMS
J. WARMAN

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

6769 TO RECEIVE APOLOGIES FOR ABSENCE

Apologies for absence were received from, Cllr. J. Evans, Cllr. D. Flynn and Cllr. P. James.

6770 TO RECEIVE DECLARATIONS OF INTEREST FROM MEMBERS

There were no declarations of interest received.

6771 TO WELCOME GAYNOR RICHARDS, DIRECTOR NPTCVS AND ANDREW JARRETT, DIRECTOR OF SOCIAL SERVICES, HEALTH & HOUSING, NPTCBC TO PROVIDE AN OVERVIEW OF WORKING JOINTLY ON ASSET BASED COMMUNITY DEVELOPMENT

The Chair welcomed Gaynor Richards, Director of NPTCVS and Andrew Jarrett the Director of Social Services, Health and Housing to the Meeting.

Cllr. B. MacCathail entered the Meeting at 6.03pm.

Members were informed that the Public Services Board has made a commitment to developing its approach to community development. This was explained by both presenters and their aspirations for an inclusive working relationship with the community.

Cllr. A McGrath entered the Meeting at 6.07pm.

Mrs Richards stated that they wanted to work together and that they had the support of sports people, like WRU and the Ospreys.

Cllr. Mrs L. Jones entered the Meeting at 6.20pm.

Members put forward their comments.

The Chair thanked Mrs Richards and Mr Jarrett for attending and they left the Meeting at 6.45pm.

6772 TO APPROVE AS A TRUE AND CORRECT RECORD

A) MINUTES OF THE FOLLOWING COUNCIL MEETINGS:

i. FULL COUNCIL MEETING HELD ON 7TH FEBRUARY 2019

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

ii. PERSONNEL & POLICY COMMITTEE MEETING HELD ON 19TH FEBRUARY 2019

p. 11 – 398 – A Member queried the costs for photocopying and asked if money would be saved by purchasing tablets for all Councillors. The Finance Officer stated that approximately £850 was spent annually on photocopying for Councillors papers. The Town Clerk stated that that Members had proposed this course of action in the Finance meeting and although there would be an associated cost saving, GDPR was the primary concern on protecting information and data. The proposed tablets could only be used for access to the Council website and Councillor Portal and relevant Council papers. The Meeting discussed trialling the tablets with a few Councillors, before purchasing 19. **RESOLVED:** After discussion it was proposed, seconded and agreed to purchase 1 8inch tablets and 2 10inch tablets. Cllr. A. McGrath, Cllr. Mrs S. Miller, Cllr. G. Morgan and Cllr. R. Price would trial the tablets.

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

iii. FINANCE COMMITTEE MEETING HELD ON 21ST FEBRUARY 2019

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

iv. EVENTS SUB-COMMITTEE HELD ON 21ST FEBRUARY 2019

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

v. ESTATES COMMITTEE MEETING HELD ON 28TH FEBRUARY 2019

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

The Chair stated that there would be a site visit to the Fairyland Allotment Site on Friday at 10.30am regarding the car park.

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

All Resolutions agreed.

6773 TO RECEIVE THE CLERK'S REPORT

A. GENERAL MATTERS

Members were informed that they were waiting for confirmation of the installation date for the new roller shutter at Cimla Community Centre.

Members were informed that the roof had been repaired at Melyn Community Centre and the scaffolding had been removed.

Members were informed that the leak in the kitchen sink at Neath Town Hall at been repaired and repair work to the office was in progress. The Town Clerk stated that a wall had been damaged by a hall hirer on Monday and it would be repaired.

Members were updated on the fence installation at Fairyland Allotments.

The Town Clerk informed the Meeting that they were waiting for a pane of plastic to be replaced on the Cimla Common bus shelter.

Members were informed that the lift at Orchard Street was operational and training had been given to all those who use it.

The Town Clerk informed the Meeting that the RFO was working on online payments via the Council website.

The Town Clerk gave Members an update on Neath Castle. Members were informed they had a new representative from CADW, the recent site visit went well and they have signed off the work of the stonemasons. The Town Clerk stated that they had spoken with CADW regarding uncovering the cock fighting pit. Members were informed that there is a grant they could apply for to cover the costs.

Members were updated on the GDPR audit that was underway.

The Meeting was informed that NTC have submitted an application to the One Voice Wales National Awards for 'community engagement' covering the Poppy Trail. One Voice Wales have confirmed that NTC have done 'very well' and therefore have asked NTC to present at the National Awards on 28th March. The Town Clerk asked Members to confirm who would wish to attend.

Members were updated on the plants that would be planted at Neath Castle and Community Centres to ensure all round cover.

Members were updated on a Meeting the Town Clerk had attended with NPTCBC regarding Wellbeing of Future Generations Act. Members were informed NPTCBC would be monitored and measured on performance in the future and information would be reported to the Public Services Board. The information would support the Annual Report (next one due in May)..

B. CORRESPONDENCE

<i>Correspondence Received</i>	<i>Actions</i>	<i>Resolutions</i>
An email from One Voice Wales regarding membership renewal.	Do Members wish to re-subscribe?	Members agreed to re-subscribe.
An email from the Community Safety Manager at NPTCBC attaching the Community Safety Newsletter Winter 2019.	For information.	A Member stated they wished to attend the Domestic Abuse training for employers.
An email from Urdd Gobaith Cymru asking for a financial contribution to assist in the success of the Urdd National Eisteddfod in 2019.	Do Members wish to sponsor?	The request was noted. Members asked that local schools attending the Urdd National Eisteddfod could apply for funding.

Mayoral Appointments

An invitation for the Mayor to attend the YMCA Neath Annual Good Friday Morning Breakfast and Service on 19 th April 2019.		
An invitation for the Mayor to attend the FAN Community Alliance 2019 Youth Achievement Awards on 9 th March 2019.		
A letter from the Mayor of Neath Port Talbot regarding the Mayor's Charity Dinner on 15 th March 2019.		
An invitation for the Mayor to attend the Neath Sea Cadets Annual Royal Naval Parade Inspection and Presentation Evening on 29 th March 2019.		
<i>Correspondence Received</i>	<i>Actions</i>	<i>Resolutions</i>
An email from Neath Round Table regarding their annual charity	Do Council wish to advertise in	It was proposed, seconded and agreed to advertise in

carnival and asking if Neath Town Council would support them by placing an advert in their programme.	the Programme this year?	the programme.
A poster advertising the Neath Town Mayoress Christmas Appeal's Welsh Spring Tea on 22 nd March 2019.	For information.	-
Information from Calan DVS regarding their Building Resilience against Abuse, Violence & Exploitation (BRAVE – Early Intervention) Seminar and Learning Event taking place on 27 th March 2019.	For information.	-
An email from Swansea University regarding the Dylan Thomas Prize Award Ceremony on 16 th May 2019.	For information.	-
Noah's Ark Children's Hospital Charity Spring Newsletter 2019.	For information.	-
The Rectorial Benefice of Neath Parish Magazine – March 2019.	For information.	-

6774 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. ADDITIONAL ITEMS

Members were informed that there was an additional cost for the Boxing Ring.

6775 TO CONSIDER PLANNING APPLICATIONS

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

P2019/0091

P2019/0195

Meeting: Full Council March 2019	Planning Schedule				Date sent: 01.03.19
No. of Application	Applicant	Proposal	Location	Planning Officer	Recommendation
P2019/0091	Mr Mark Hacker, The Safety Letterbox Co	Retention of two steel storage containers for a temporary period of 18 months.	Unit 1B Milland Road Industrial Estate, Neath, SA11 1NJ	Steven Jenkins	No objections
P2019/0195	Mr Andrew Williams	Two storey side extension incorporating a garage at ground floor level, plus single storey rear extension.	163 Old Road, Neath, SA11 2BN	Karen Collins	No objections

6776 TO DISCUSS THE SOCIAL MEDIA CONTENT FOR NEATH TOWN COUNCIL

Members were shown the Poppy Trail video that had been shown on the social media accounts.

Members were informed that they could try and submit to the One Voice Wales National awards annually.

6777 TO DISCUSS COUNCILLOR ISSUES AND RECEIVE REPORTS ON MEETINGS ATTENDED ON BEHALF OF THE COUNCIL

Cllr. Mrs S. Miller and Cllr. A. Carter updated the Meeting on the One Voice Wales Area Committee they attended.

A Member updated the Meeting on a Governors Meeting they had attended. Members were informed that the school would like to be involved in any Summer events.

6778 TO RECEIVE ITEMS FOR THE NEXT AGENDA

Members were reminded that Craig Griffiths would be attending the Full Council Meeting in June for an overview of the social media policy.

6779 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.

6780 TO DISCUSS INVESTMENT PROPERTY LEASING ISSUES AND COMMERCIAL CONTRACTS

The Town Clerk stated that the hanging basket installation agreement with NPTCBC was in the process of being finalised.

Members were updated on the installation of the bunting throughout the town. Additional authority was required for the new bunting 'anchor points' to be used.

The Town Clerk updated the Meeting on the Christmas Lights contract for 2019. Members were informed that they had asked the contractor for an updated contract to reflect the reduction as agreed. The clerk outlined the proposal to change the payment terms to the majority of the payment being released once the lights were in place and operational. **RESOLVED.** Agreed. Progress on the Christmas Market would be reported to the Events Committee.

Members were informed that the Mayor wishes to place a defibrillator outside Coral's. The Town Clerk stated that agreement had been given for placing the Unit however they would need further agreement with Coral's nationally to provide the power supply.

Members were updated on the Lease for the 1st Floor of the Burton Block and associated asbestos surveys and fire risk assessments.

Members were updated on the development of rent uplifts for two properties.

Members were informed that a tenant was looking to expand their business into the flat above Coral's. The Town Clerk stated that they had suggested they move into the ground floor of the adjoining property and could explore all options. The Town Clerk stated that the property agents wished to approach Tai Tarian Housing with regards to leasing empty properties. A Member asked that Coastal Housing also be contacted.

A) TO REVIEW AND AGREE THE INSURANCE RENEWAL QUOTATIONS RECEIVED

Cllr. Mrs J. L. Lockyer gave her apologies and left the Meeting at 8.26pm.

The Town Clerk informed the Meeting that after contacting three insurance companies they only received one quote and gave the explanations. Members were informed that the quote received would also include a new schedule for personal accident for employees and in particular cover whilst staff were off, due to accidents.

Cllr. Mrs S. M. Marston gave her apologies and left the Meeting at 8.31pm.

RESOLVED: It was proposed, seconded and agreed to accept the quote received on a three year term and to include the additional policy.

6781 TO DISCUSS ANY STAFFING ISSUES

Members were informed that the School Crossing Patrol agreement had been signed.

The Town Clerk stated that a staff member had been working for NTC for 20 years. **RESOLVED:** It was proposed, seconded and agreed to present them with £100 and a 'thank you' card.

6782 TO DISCUSS ANY HEALTH & SAFETY ISSUES

Members were informed that the Health & Safety assessment would be taking place.

6783 TO FIX A DATE AND AGREE AN AGENDA FOR THE NEXT MEETING

The Chair advised that the next meeting would be held on Thursday, 11th April 2019. An agenda would be circulated in due course.

There being no further business, the meeting was closed.