

**MINUTES OF ESTATES COMMITTEE COUNCIL MEETING  
HELD AT 10/12 ORCHARD STREET, NEATH  
ON THURSDAY, 9<sup>TH</sup> MAY 2019  
AT 6:00 P.M.**

**PRESENT: CHAIRMAN: CLLR. P. JAMES**

**COUNCILLORS: MS T. DAVIES  
G. L. EVANS  
J. EVANS  
D. FLYNN  
G. MORGAN  
MRS S.M. PENRY  
R. PRICE  
A. SIMS**

**IN ATTENDANCE: CLLR. M. PROTHEROE  
KATHRYN CHARLES  
SARA WHARMBY**

**1719 TO ELECT A CHAIRMAN FOR THE ESTATES COMMITTEE**

Cllr. Mrs S. M. Penry nominated Cllr. P. James for the position of Chair of the Estates Committee. This was seconded by Cllr. D. Flynn. **RESOLVED:** Agreed.

**1720 TO ELECT A VICE CHAIRMAN FOR THE ESTATES COMMITTEE**

Cllr. R. Price nominated Cllr. A. Sims for the position of Vice Chairman of the Estates Committee. This was seconded by Cllr. Mrs S. M. Penry. **RESOLVED:** Agreed.

**1721 TO RECEIVE APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllr. Mrs L. Jones, Cllr. Mrs J. L. Lockyer and Cllr. Mrs S. M. Marston.

**1722 TO RECEIVE ANY DECLARATION OF INTEREST FROM MEMBERS**

Declarations of interest were received from Cllr. P. James in respect of item 13 on the agenda.

**1723 TO WELCOME REPRESENTATIVES FROM BOTH OLD ROAD AND FAIRYLAND ALLOTMENTS AND DISCUSS ALLOTMENT ISSUES**

The Chair welcomed the representative of the Fairyland Allotment site.

The Representative stated that parking was still an issue at the allotment site and queried the progress of the road. The Town Clerk informed the Meeting

that staff members would require training to complete the work, which could be completed when they returned from annual leave.

The Representative queried issues with various plots and was informed that they would be discussed and the outcome agreed at the next Full Council Meeting.

The Chair thanked the Representative for attending the Meeting. The Representative then left the Meeting.

Members were updated on the outcome of the site visit that took place on Tuesday. Members were informed that a request had been received to swap plots. **RESOLVED:** It was proposed, seconded and agreed to allow the allotmentee to swap plots.

A request had been received from an allotmentee to amalgamate their plot with another plot due to an issue with overhanging trees. **RESOLVED:** After reviewing the situation and discussing historic issues which merging plots. On this specific occasion, it was proposed, seconded and agreed to allow the plots to be amalgamated and a letter to be sent explaining the reasons why.

The Town Clerk updated the Meeting on a quote that had been received for the training. **RESOLVED:** Town Clerk to obtain more quotes.

#### **1724 TO RECEIVE AN UPDATE ON BUS SHELTERS & ROADSIDE SEATS UPDATE**

The Town Clerk stated that they were awaiting for feedback from Members for Pine Grove.

#### **1725 TO RECEIVE A REPORT ON HALLS**

Members were informed that a complaint had been received regarding the Melin Community Centre floor being too slippery for a fitness class. This is an isolated complaint however a solution would be discussed with caretakers and maintenance.

#### **1726 TO REVIEW CORRESPONDENCE**

The Town Clerk informed the Meeting that they had a definition of the law which related to keeping pigs on the allotment site which was not permitted.

#### **1727 TO CONSIDER PLANNING APPLICATIONS**

There were no objections to the following planning application(s) which had been received:-

P2019/0292

Meeting: Estates May 2018	Planning Schedule				Date sent: 04.05.18
No. of Application	Applicant	Proposal	Location	Planning Officer	Recommendation
P2018/0292	Mrs Lynva Evans	Single-storey side extension.	54 The Meadows, Cimla, Neath, SA11 3XF	Matthew Fury	No objections

**1728 TO DISCUSS ANY COUNCILLOR ISSUES AND RECEIVE REPORTS ON MEETINGS ATTENDED ON BEHALF OF THE COUNCIL**

There were no issues to discuss.

**1729 TO RECEIVE ITEMS FOR THE NEXT AGENDA**

Quotes for the training would be on the next Agenda.

**1730 CONFIDENTIAL MATTERS – TO CONSIDER PASSING A RESOLUTION UNDER THE PROVISIONS OF SECTION 1(2) OF THE PUBLIC BODIES (ADMISSION TO MEETINGS) ACT 1960, IN VIEW OF THE CONFIDENTIAL NATURE OF THE BUSINESS ABOUT TO BE TRANSACTED, IT IS ADVISABLE IN THE PUBLIC INTEREST THAT THE PRESS AND PUBLIC ARE EXCLUDED FROM THE REMAINDER OF THE MEETING**

The resolution was duly passed.

**1731 TO DISCUSS ANY STAFFING ISSUES**

Members were informed that staff appraisals had taken place and would be discussed at the next Personnel & Policy Meeting.

**1732 TO DISCUSS HEALTH & SAFETY ISSUES**

There were no issues to discuss.

**1733 TO DISCUSS INVESTMENTS PROPERTY LEASING ISSUES AND COMMERCIAL CONTRACTS**

Members were informed that some of the bunting had been reinstalled, however parts were still missing. Costs were given to purchase a further 50m.  
**RESOLVED:** Agreed.

**A) OUTCOME OF MEETING WITH NEATH QUAKERS REGARDING NEATH CASTLE WALL**

The Meeting was updated on the outcome of the site visit to Neath Castle and the Quakers Meeting House. A Member stated that they had asked them to outline all issues in writing so they could be forwarded to the Council's professional agents. The Town Clerk stated that the wall would have to be removed brick by brick by a Stonemason so scaffolding would be put in place to support the wall and protect the area while they are waiting for the work to be completed. **RESOLVED:** Members agreed to wait for the letter that had been requested.

A report was circulated to Members regarding quotes for electrical installation at the First Floor of the Burton Block.

Cllr. P. James declared an interest and left the Meeting at 6.51pm. Cllr. A. Sims took over as Chair.

The Town Clerk stated that they had received quotes, but as the quotation process was started by the prospective tenant, this was not completed via a tender process.

Cllr. G. Morgan declared an interest and left the Meeting at 6.57pm.

The Meeting agreed to suspend standing orders on this occasion as the complexity of the tender process had already been started. If the tender process was to be completed, it would be with the same companies which was deemed unnecessary. Members discussed the quotes received. **RESOLVED:** It was proposed, seconded and agreed to suspend standing orders and accept the 4 quotes received as an open quotation process, and to select A & R Electrical to complete the works.

Cllr. P. James and Cllr. G. Morgan returned to the Meeting at 7.03pm.

#### **1734 TO FIX A DATE AND AGREE AN AGENDA FOR THE NEXT MEETING**

The Chair advised that the next meeting will be held on Thursday, 13<sup>th</sup> June 2019. An agenda would be circulated in due course.

There being no further business, the meeting was closed.